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Duluth Public Library

Twenty-seventh Annual Report

**FOR THE YEAR
1916**



**Duluth, Minn.
1917**

LIBRARY STAFF.

Frances E. Earhart.....	Librarian
Lucile Patton.....	Asst. Librarian and Supt. Circulation Dept.
Grace Grant.....	Assistant Circulation Dept.
Fanny Weinberg.....	" " "
Agnes Pearson.....	" " "
Dorothy Ribenack (Mar.-Sept.)..	" " "
Margaret Scheaffer (Mar.-Oct. 15)	" " "
Vina Von Walz (May-Aug.).....	" " "
Elta Virginia Savage.....	Reference Librarian
†Myrna Pressnell (Jan.-Mar.)	Assistant Reference Dept.
†Marianne Williamson (Apr.-July)	" " "
Gertrude Ellison (Sept.—).....	" " "
Elizabeth K. Clark.....	Chief Catalog Department
Florence Isabel Mace.....	Assistant Catalog Department
Alice G. Gaylord.....	Supt. Branches and Stations
Marjorie M. Morrow.....	Children's Librarian
M. E. Tilley Thorn.....	Binding and Periodical Dept.
Mary Rakowsky (Sept.—).....	Mending Department
John C. Crane, Janitor.	
†Eno Strand, Night Janitor (Jan.-May 15).	
†Betsy Olsen, Assistant to Janitor (May 15-Oct. 15).	
†Fred Mason, Mail Carrier (Jan.-July).	
Otto Person, Mail Carrier (Sept.—).	

PAGES.

\$Elizabeth Anderson	\$Lucile Collins
\$Mildred Coleman	\$Marguerite Gibson
\$Dorothy Collins	\$Esther McDonald
\$Pearl Brightfelt	\$Jessie Weinstein

WEST DULUTH BRANCH.

Juliet Lawrence.....	Librarian
†Margaret Ryan (Jan.-July).....	Acting Librarian
Eva Crosby	Assistant Librarian
Marie McDonald.....	Assistant Librarian
Rose Harris	Page
J. J. Ganley, Janitor.	

WEST END BRANCH.

Maud Grogan	Librarian
Alice Hill.....	Assistant
Marguerite Gibson	Assistant
Mrs. Caroline Peterson, Janitress.	

STATIONS.

Alice G. Gaylord, Superintendent.	
\$Marguerite Gibson	†\$Zella Burrell
\$Susan M. House	†\$Gladys Bush
\$Mrs. Hector McBride	\$Dorothy Ribenack
\$Hazel Moulton	\$Edward Strange
\$Mary Rakowsky	†\$Ruth Strickland
†Resigned.	
\$Part time.	

REPORT OF THE LIBRARIAN.

To the Honorable, the Mayor of the City of Duluth,
Duluth, Minn.

Dear Sir:

I have the honor to present herewith the twenty-seventh annual report of the Duluth Public Library, covering the work of the institution from January first to December thirty-first, 1916.

Circulation

For the first time in the incumbency of the present librarian, the circulation for the year shows a decrease from the previous one. There are a number of causes for this: first, the report for 1915 included thirteen months so that the actual difference in circulation between the two years is a net loss of 12,221, instead of the large falling off which a casual reading of the figures would indicate; second, a marked decrease in interest and patronage from the general public, in the rebound from the hard times and depression of the previous year; third, the inability of the library to grow with the city, and to reach the new centers of population with library facilities. This is due partly to the fact that the library fund is not large enough and partly because the main building requires more and more expenditure each year for up-keep. Many needed improvements and repairs were made in and around the building during the year.

The following brief summary indicates the main features of the 1916 circulation:

	1915	1916
Registered card holders.....	22,063	24,210
Volumes in library.....	67,623	70,630
Volumes in circulation.....	269,429	236,166

The per capita circulation for the year was 2.36+. Books were taken for home use by 24 per cent of the city population.

The West Duluth branch shows a slight decrease in circulation from the previous year, 38,889 books having been taken from the library for home reading. 802 books were added, making a total of 4,477 books in this branch.

Branch Libraries

The story hour by Miss Morrow of the main library was continued through the school year.

At the West End branch 39,457 books were circulated. The decrease from 1915 is largely due to lack of books to supply the demand. 822 volumes were added, making a total of 2,806 at the end of the year. The percentage of juvenile fiction for the West Duluth branch was 61.2, and for the West End 63.3.

Early in the year negotiations were begun with the Carnegie Corporation for the purpose of obtaining a branch library building in the West End. These were concluded when the Corporation agreed to furnish \$30,000.00 for the building, a site having been previously purchased by the city at Twenty-third Avenue West and Second Street.

Competitive sketches for the building were submitted by various local architects. After examination of these by the City Commission, the sketches of Holstead & Sullivan were approved and they were ordered to proceed with plans for the building.

Work was begun on the building in the winter, and it is planned to have it ready for occupancy by the middle of the following year.

The stations for the year 1916 consisted of twelve schools and three other deposit stations, two in grocery stores and one in a church; also seventeen distributing agencies situated in factories, fire halls, lumber camps, car barns and the Bethel. The

Stations

latter are principally for reading purposes and report no circulation.

The Arnold, Bryant and Endion School stations were discontinued in the fall of 1915. Morgan and Smithville school stations were combined in the late fall of 1916, when the new Morgan Park school was built to serve both communities. On account of lack of room in the grocery store, the Lester Park station was moved to other quarters and later discontinued until the new Lester Park school building is erected, in which there is to be a room with an outside entrance especially provided for the library. It is expected that this station will be opened to the public in the fall of 1917. After the closing of the Lester Park station, the children's books were sent to the Lester Park school. Arrangements were made to open a station or sub-branch in the general store at Morgan Park. It will be opened to the public in the early part of 1917.

The circulation shows a small increase of 196 over that of 1915. This was due largely to the fact that there were fewer school stations and that it was impossible to keep the Lester Park station open the entire year. There were 11,860 books circulated from school stations and 2,056 from other stations. The Cobb and Stowe stations show the largest gain over last year, Stowe having 837 and Cobb 700.

The number of volumes sent to all agencies, including school stations, but not branches, was 3,018, 1,877 of these being juvenile. The number of volumes sent to all agencies having no circulation was 330.

**Catalog
Department**

Volumes in the Library, December 31, 1916.....	70,630
Main Library	59,851
Branches—	
West Duluth	4,477
West End	2,806
Stations	3,496

There were 5,083 volumes added to the library during the year. This record includes 484 gifts, and 167 bound periodicals. Additions were distributed as follows:

Main Library	2,630
Circulation Department	1,532
Reference Department	341
Juvenile Department	757
Branches	1,924
West Duluth	802
West End	822
Stowe	300
Stations	529

There were 118 volumes added to the foreign collection. Among the gifts were some Latin texts, a few German books, and one French; but with the exception of one Italian title our purchases were confined entirely to Norwegian and Swedish books.

The pay copy collection had 169 additions,—140 for Main, and 29 for West Duluth.

Late in the year, it was decided that the Stowe branch could best be administered through the stations department. All the volumes in that collection have therefore been counted as stations books. A summary of transfers made is shown by the following figures: Transfers from Main, 248; from Stowe, 427. Transfers to West Duluth, 117; to West End, 98; to stations, 460.

The record of books withdrawn totals 2,172,—Main, 1,404; branches, 678; stations, 90. During the year, 96 books were returned that had been withdrawn after having been reported missing.

The number of catalog cards typed and filed reaches a total of 11,502. This includes many cards for old books that have been recataloged.

During the summer, energy was concentrated upon books discovered in inventory to be in imme-

diate need of recataloging. 1,220 volumes have been recataloged, and that work is being carried on steadily.

During the course of inventory, several hundred duplicates, which could readily be spared by the main library, were set aside to be recataloged and transferred to the West End branch, and by the time the new branch building is opened, considerable good material will have been added to the non-fiction shelves.

Reference Department

A wide variety of demands has confronted the reference department during the past year. In serving the casual questioner, the thorough student, the club woman, the high school, and the library visitor at a loss when confronted with library indexes, the entire time of two attendants has been absorbed. Judging from expressed appreciation, the assistance given in the way of guidance to the last named has seemed to pay for the large amount of time required. On account of these demands, much needed work of a more permanent reference value has been forced into the background for the present.

Co-operating with the English Department of the Central High School, the library gave as detailed an explanation of the use of library facilities as one class period permitted, to each of the classes of that department. Simple problems made out by the library were given by the teachers as a part of the required work.

The only available opportunity for a public presentation of the work of the library was made possible by Child Welfare Week, when the library displayed its wares in attractive surroundings. As usual, timely displays within the library arouse interest. The reproductions of famous galleries published by the Detroit Publishing Company never lack for appreciative eyes when placed upon exhibition.

In response to both special and general demands short selected bibliographies have been compiled during the year. For financial reasons, none of these have been printed.

The necessity for some systematic treatment of the rapidly increasing document collection has led to the adoption of the classification of the Superintendent of Documents Office. This work progresses at a fair rate through the utilization of every available "spare" moment.

The increased demands upon the library through the reference department convinces us that the people of Duluth are developing a confidence in library resources. When, backed by necessary additions to our book collection, we can justify and retain this confidence, the possibilities of the service will become much broader.

During the year 1916 the Children's Room was open for circulation 302 days, which was 28 days less than last year. This was due to the change in the fiscal year. The total circulation for the year was 42,382, which was a net loss of 43 from 1915. The average daily circulation was 140, and the per cent of fiction circulated was 57.6, while the non-fiction averaged 42.4 per cent.

Children's Department

In 1916, 757 new books were added to the juvenile collection, while 506 were withdrawn. The number of volumes in the children's room at present is 4,454, a net gain of 233 over last year.

Fifty-nine story-hour groups were held at the main library. The attendance for the year was 2,327, which shows an increased interest in the stories. The 64 stories told included a Beowulf cycle, Persian hero stories, historical stories, many of the droll animal fables as well as the usual folk and fairy tales. A bird exhibit was held at the library in the spring, and after the children had been shown the exhibit, bird stories were told.

More home-visiting has been done this year than formerly. At present a plan of co-operation with the schools is in progress to assist the department in collecting overdue books.

Library Meetings

The library was represented at the Asbury Park conference of the American Library Association by the librarian.

At the meeting of the Minnesota Library Association, held in Virginia, Minn., the following members of the staff, with the librarian, were present: Misses Patton, Savage, Clark, Gaylord, Morrow and Mace.

Staff

Two members of the staff, Miss Grace Grant and Miss Fanny Weinberg, were granted leave of absence in order to attend the summer session of the University of Minnesota Library School. Miss Lucile Patton, who attended the New York Public Library School on leave of absence, returned to the library in the fall as assistant librarian. Miss Juliet Lawrence, who attended the University of Wisconsin Library School, returned to the West Duluth branch in the fall, her place having been filled during her absence by Miss Margaret Ryan, former librarian of this branch.

From January to August, Miss Myrna Pressnell and Miss Marianne Williamson served in turn as temporary assistants in the reference department. On the first of September this position was given to Miss Gertrude Ellison, a graduate of the University of Wisconsin Library School and former librarian of the Duluth Central High School library.

A library training class was conducted during the fall and spring of 1915-1916, the members of the class becoming available for substitute work in the library after completing the course and passing the civil service examination. An entrance examination was held in the fall of 1916 for a new training class,

those eligible to take the examination being required to be high school graduates. Two out of eight passed the examination, therefore no class was conducted.

The librarian records with pleasure her sense of appreciation of the efforts of the library staff during the past year. Working for the most part in cramped, inadequate quarters, "instant in season, out of season," faithful, cheerful and loyal, the Duluth library staff deserves more praise than can here be given.

To the Mayor of the City of Duluth, whose wise counsel and friendly help the library and librarian have found unfailing, grateful acknowledgment is hereby made.

Respectfully submitted,

FRANCES E. EARHART,

Librarian.

CLASSIFIED LIST OF BOOKS.

CLASSES	ADDITIONS				TOTAL NO. IN LIBRARY			
	Adult		Juvenile		Adult		Juvenile	
	Cir.	Ref.	Cir.	Ref.	Cir.	Ref.	Cir.	Ref.
General Works	6	156	2	5	615	5,927	55	296
Philosophy	60	2			1,073	67	12	
Religion	36	1	9		1,979	150	86	
Sociology	100	76	114	2	2,979	516	398	3
Philology	56	1			265	95	4	
Science	55	1	31		2,090	212	244	
Useful Arts	240	48	15		2,491	252	126	
Fine Arts	49	29	19	1	2,133	366	179	3
Literature	145	7	108	2	6,238	785	656	5
Travel	45	10	17		2,104	420	332	
Biography	71	6	24		4,691	547	269	
History	76	4	19		5,076	4,064	284	2
Fiction	593		387	2	10,044	58	1,518	2
Total	1,532	341	745	12	41,778	13,599	4,163	311
West Duluth...	223	14	564	1	1,527	418	2,520	12
West End	242	9	571		1,005	92	1,709	
Stowe	148		152		Transferred to Stations			
Stations	59	1	469		1,743	38	1,715	
Grand Total ...	2,204	365	2,501	13	46,053	14,147	10,107	323

CLASSIFIED REPORT OF THE CIRCULATION FOR 1916.

Main Library

	Adult	Juvenile	Total
General Works	4,996	711	5,707
Philosophy	1,778	23	1,801
Religion	1,457	418	1,875
Sociology	3,458	5,272	8,730
Philology	487	5	492
Science	1,426	1,117	2,543
Useful Arts	3,511	470	3,981
Fine Arts	2,604	864	3,468
Literature	6,511	5,850	12,361
Travel	1,821	1,182	3,003
Biography	2,075	670	2,745
History	2,551	1,294	3,845
Fiction	68,847	24,506	93,353
Total	101,522	42,382	143,904
Branches			
West Duluth	14,467	24,422	38,889
West End	14,458	24,999	39,457
Total	28,925	49,421	78,346
Stations	4,349	9,567	13,916
Grand Total	134,796	101,370	236,166

CIRCULATION BY MONTHS FOR 1916.

	Main	W. Dul.	W. End	Stations	Total
January	12,140	2,800	2,924	1,415	19,279
February	13,179	3,162	3,506	1,420	21,367
March	15,335	4,227	4,775	2,116	26,453
April	13,789	3,937	4,050	1,658	23,434
May	12,796	3,814	3,813	2,158	22,581
June	10,501	2,997	2,863	507	16,868
July	9,562	2,218	1,980	260	14,020
August	9,395	2,108	1,965	263	13,731
September	10,232	2,412	2,501	331	15,476
October	11,826	4,097	3,656	743	20,322
November	13,507	4,296	4,116	1,980	23,899
December	11,642	2,821	3,308	1,065	18,836
Total	143,904	38,889	39,457	13,916	236,166

Number of days open for circulation (Branches 301; Stations 101)	303
Average daily circulation (Main, branches and stations)	882
Largest daily circulation—Main, 1087; W. Dul., 260; W. End	320
Least daily circulation—Main, 139; W. Dul., 25; W. End	34
Average weekly circulation	4,541
Average monthly circulation	19,680
Percentage of fiction (Main and branches)	68.3
Percentage of non-fiction	31.7
Percentage of juvenile books (Main, branches and stations)	42.0

APPENDIX.

Library Statistics According to the Form Approved by the American Library Association.

Annual report for year ended December 31, 1916.

Name of library: Duluth Public Library.

Name of librarian: Frances E. Earhart.

City or town: Duluth. State: Minnesota.

Population served: 100,000 (estimate).

Terms of use—Free for lending.

Free for reference.

Total number of agencies.....	34
Consisting of—Central Library	
Branches (How many occupy separate build- ings?—1)	2
Stations	14
Other agencies	17
Bethel, car-barns, Fond du Lac, 6 fire halls, 5 lumber camps, 3 factories.	
Number of days open during year (Central Library)....	363
Hours open each week for lending (Central Library)..	79
Hours open each week for reading (Central Library)..	82
Total number of staff (counting as full time, adding together those giving less than full time as frac- tions and reporting nearest whole number).....	20
Total valuation of library property.....	\$246,498.15

INCREASE.

	Adult	Juvenile	Total
Number of volumes at beginning of year	58,562	9,061	67,623
Number of volumes added during year by purchase.....	1,928	2,492	4,420
Number of volumes added during year by gift and exchange.....	478	18	496
Number of volumes added during year by provision of law—200.			
Number of volumes added during year by binding material not otherwise counted	163	4	167
Number of volumes lost or with- drawn during year	932	1,144	2,076
Total number at end of year.....	60,199	10,431	70,630

USE.

	Adult	Juvenile	Total
Total number of volumes lent for home use	134,796	101,370	236,166
Number of volumes of fiction lent for home use.....	93,439	53,711	147,150
Number of volumes sent to agencies	1,141	1,877	3,018
(Of these, 330 adult volumes were sent to agencies for reading purposes only).			
Number of interlibrary loans: Foreign exchange every six months with the Range libraries.			
Other circulation (stereoscopic views).....			43,366

REGISTRATION.

	Adult	Juvenile	Total
Number of borrowers registered during year	3,217	2,120	5,337
Total number of registered borrowers	16,300	7,910	24,210
Registration period, years.....			5
Number of periodicals currently received—160 titles; 251 copies.			

FINANCE.

RECEIPTS FROM		PAYMENTS FOR	
Unexpended bal-		Maintenance—	
ance	\$ 213.91	Books	\$ 4,946.86
Local taxation	24,844.03	Periodicals	681.43
Fines and lost		Binding	926.72
books	1,151.42	Salaries—	
Other sources	32.70	Library service..	11,416.74
		Janitor service....	2,419.73
Total	\$26,242.06	Insurance	57.35
		Rent	325.00
		Heat	766.91
		Light	1,048.60
		Other mainten-	
		ance	5,560.49
		Total	\$26,149.83
		Bal. Jan. 1, 1917....	\$92.23

SUMMARY FIGURES AND FACTS FOR THE YEAR 1906

Trains arrivals and departures, Union	
Superior station	12,446
Receipts and shipments, total clearance of port	\$8,177,363
Coal receipts, tons	8,584,837
Lumber receipts, bushels	10,063,664
Celestial capacity, bushels	36,075,680
Iron ore shipments, tons	38,242,881
Lumber shipments, feet	100,892,000
Bank capital and surplus	\$ 7,104,261.51
Bank deposits	\$ 37,102,454.24
Bank clearings	\$86,567,902.02
Water power developed	59,000 H. P.
Water power available	190,000 H. P.
Number of school buildings	47
Number of children enrolled	16,009
Value of school property	\$ 2,535,140.00
Earth, acres	147.52
Roadways, miles	24.8
Improved streets, miles	85.8
Sewers, miles	139.4
Water and Light Plant, value	\$ 4,756,318.75
Electric earnings	\$ 626,514.81
Gas consumed, feet	384,559,300
Water consumed, gallons	2,636,294,378
Assessed valuation, real and personal, city	\$ 66,589,624.00
Assessed valuation, money and credits, city	\$ 21,949,377.00
Tax levy, city purposes	\$ 4.045,126.21
Assessed valuation, St. Louis county	\$ 186,249,253.00
Tax rate, city purposes, mills	17.39
Tax rate, all purposes, mills	57.9
Population of Cahokia	86,000

LIBRARY HOURS, 1913-1914.

Main Library, Circulating Department—

9 a. m. to 9:30 p. m. week days

2:00 to 6:00 p. m. Sundays.

Closed on holidays.

Reading Rooms—

9 a. m. to 9:30 p. m. week days.

2 to 9 p. m. Sundays.

2 to 9 p. m. New Year's Day, Lincoln's Birthday, Washington's Birthday, Decoration Day, Labor Day and Thanksgiving.

Children's Department—

12 to 5:30 p. m. school days.

9 a. m. to 5:30 p. m. during vacation.

Closed on Sundays and holidays.

WEST DULUTH BRANCH.

1 to 9 p. m. week days.

3 to 8 p. m. Sundays.

Closed on holidays.

WEST END BRANCH.

1 to 9 p. m. week days.

3 to 8 p. m. Sundays.

Closed on holidays.

Main library and branches closed on Christmas and 4th of July.

Duluth Public Library

Twenty-fourth and Twenty-fifth Annual Reports

FOR THE YEARS
1913 - 1914



Duluth, Minn.
1915

Left
Duluth Public Library
4/21/33

LIBRARY STAFF, 1913.

Frances E. Barhart.....	Librarian
*Jeanne Griffin.....	Chief Catalog Department
Helen E. Rockwell.....	" " "
Florence Isabel Mace.....	Assistant " "
Zelma G. Kaiser.....	Reference Librarian
Alice G. Gaylord.....	Children's Librarian
Lucile Patton.....	Accession Clerk
M. E. Tilley Thorn.....	Chief Circulation Department
Laura Schiller.....	Assistant " "
†Helen M. Haig.....	" " "
Ruth Borland.....	" " "

Thomas Mapp, Janitor.

WEST DULUTH BRANCH.

†Margaret A. Ryan.....	Librarian
Margaret Barrows.....	Librarian
Margaret Gilpin.....	Assistant
†Cecile LeSage.....	Assistant
Nora McAdams.....	Assistant

J. J. Ganley, Janitor.

WEST END BRANCH.

†Ruth Borland.....	Librarian
Maud Grogan.....	Librarian
Margaret Barrows.....	Assistant
Marjorie Morrow.....	Assistant

STATIONS.

Lucile Patton, Superintendent.

§Zella Burrell	§Clarissa Boutin
§Evelyn Davis	§Signe Fryklund
§Lydia Sellin	§Nora McAdams
§Cora Clark	§Sadie Dass

*Resigned in June. Succeeded in September by Miss Helen E. Rockwell.

†Resigned.

‡Transferred to main library May 1.

§Part time.

LIBRARY STAFF, 1914.

Frances E. Barhart.....	Librarian
*Zelma G. Kaiser.....	Reference Librarian
Elta Virginia Savage.....	“
Rosa M. Taylor.....	Assistant Reference Department
Margaret Barrows.....	“
Helen E. Rockwell.....	Chief Catalog Department
Florence Isabel Mace.....	Assistant“
Alice G. Gaylord.....	Children's Librarian
Marjorie M. Morrow.....	“
Lucile Patton.....	Accession Clerk
M. E. Tilley Thorn.....	Chief Circulation Department
†Laura Schiller.....	Assistant “
Ruth Borland.....	“ “
Grace Grant.....	“ “
Fanny Weinberg (apprentice).....	“ “
Magda Montell “.....	“ “
Belle Hamilton “.....	“ “
Mrs. William Kaiser.....	Book Mender

†Thomas Mapp, Janitor.

John C. O. Crane, Janitor.

Mrs. Clara Dahl, Assistant Janitor

WEST DULUTH BRANCH.

†Margaret Barrows.....	Librarian
Juliet Lawrence.....	“
§Margaret Salter.....	Assistant
§Eva Crosby.....	“
§Katherine Keyes.....	“
§Louise Sias (apprentice).....	“

J. J. Ganley, Janitor.

WEST END BRANCH.

Maud Grogan.....	Librarian
§Florence Wilkinson.....	Assistant
§Alice Hill.....	“
§Gertrude Ellison.....	“

Mrs. Caroline Peterson, Janitress.

STATIONS.

†Margaret A. Ryan.....	Superintendent
Alice G. Gaylord.....	“
§Nora McAdams.....	§Signe Fryklund
§Zella Burrell.....	§Lois Wesenberg
§Sadie Dass.....	§Ethel House
§Lydia Sellin.....	§Margaret Salter
§Esther Jorgenson.....	

PAGES

Barbara Harvey.....	Juanita Small
Gertrude Miller.....	Vina Walz
Agnes Pearson.....	Ruth Webb

*Resigned in May. Succeeded Sept. 1 by Miss Elta Virginia Savage.

†Transferred to main library October 1.

||Appointed Superintendent of Branches and Stations Oct. 1.

†Resigned.

§Part time.

FINANCIAL STATEMENT.

January 1, 1913 to January 1, 1914.

Receipts.

Balance January 1, 1912.....	\$ 666.91
Fines.....	579.21
Tax Levy.....	21,714.42
Mortgage Tax.....	452.53
Taxes for sale.....	8.24
Money and credits.....	304.40
Unpaid orders.....	3.60

Total**\$23,729.40****Disbursements.**

Salaries.....	\$ 9,899.74
Rent.....	495.00
Stationery and supplies.....	740.98
Books, papers and magazines.....	2,792.26
Binding.....	1,198.23
Fuel.....	822.27
Furniture and fixtures.....	1,279.50
General expense.....	3,101.13
Interest on loan.....	67.67

Total Expenditures.....\$ 20,396.78**Balance on hand.....3,332.62****Total****\$23,729.40****FINANCIAL STATEMENT.**

January 1, 1914 to January 1, 1915.

Receipts.

Balance January 1, 1914.....	\$ 3,332.62
Fines.....	775.46
Taxes.....	21,715.53
Mortgage Tax.....	46.12
Dividends and discounts.....	36.41
Return premium on insurance.....	1.30
Cancelled order.....	2.50
Fees for collection of Water and gas bills.....	31.83

Total**\$25,941.77****Disbursements.**

Salaries.....	\$ 11,438.70
Rent.....	495.00
Stationery and supplies.....	662.35
Books, papers and magazines.....	7,381.32
Binding.....	1,229.67
Fuel.....	635.28
Furniture and fixtures.....	619.39
General expense.....	3,324.43
Interest on loan.....	88.00

Total Expenditures.....\$ 25,874.14**Balance on hand.....67.63****Total****\$25,941.77**

REPORT OF THE LIBRARIAN.

To the Honorable, the Mayor of the City of Duluth,
Duluth, Minn.

Dear Sir:

I have the honor to present herewith the twenty-fourth and twenty-fifth reports of the Duluth Public Library, covering the operations and statistics of the years 1913 and 1914. The customary biennial report will be discontinued with the present issue, and hereafter an annual report will be submitted.

Besides the usual statistical tables subjoined to this report, there will be found on page 16 additional tabulated information regarding the resources and use of the library during the period covered, which has been supplemented to comply with the form recommended by the American Library Association Committee on Administration, and which this library has agreed to use in order to facilitate ready comparison with the work of other libraries.

Circulation

In addition to the painful deficiencies of the book fund, the library is handicapped in its work by the geographical limitations of the city. To tourists, the common description of city dimensions is: "Duluth is thirty miles long, a mile wide and a mile high". This is accurate enough to convey a realization of transportation difficulties, to say nothing of others. Covering an area of 67 square miles, with 24 miles of water front, the city is diversified with ravines and mountainous hills, both of which add to its beauty, as well as forming natural barriers which divide the city into numerous sections or suburbs more or less remote from its main business center. To reach these remote sections with books and to distribute them economically has been the main problem of the library during the past two years. The chief agency of distribution has been stations in school buildings, especially in those where the work of the playground and social center department has been

carried on. The school board has cheerfully co-operated with this plan, so that in addition to the use of school buildings as distributing centers, books are carried to and from the schools by means of the Board of Education delivery automobile. The use of these stations has been very satisfactory, the circulation of 1914, 10,305 being more than double that of 1913.

The following brief summary indicates in a general way the somewhat conservative but steady growth of the library.

	1913	1914
Registered card holders	21,907	22,190
Volumes in library	62,184	68,009
Volumes in circulation	206,626	221,651

Our last report chronicled the occupancy of our first branch library, in August, 1912. The building has proved admirable in every respect for its location, the large auditorium in the basement being used more and more by clubs for women, boys and girls, and for occasional community meetings. The remainder of the block has been occupied during the past year by the Robert E. Denfeld Industrial high school, so that the entire block is now devoted to grade school, high school and library.

**West
Duluth**

Miss Margaret Ryan, who was appointed librarian of West Duluth branch in August, 1912, resigned in the following year and was succeeded by Miss Margaret Barrows. Miss Barrows was transferred to the main library in the fall of 1914, and Miss Juliet Lawrence was placed in charge of the branch.

The growth of the West End branch has been very gratifying. Begun as an adjunct of a neighborhood house in 1910, it was moved into independent library quarters in 1912, a second floor room in a new store building being used for the purpose. In order to make the library more accessible, a store building on a busy street was rented and occupied March first, 1914. The results of this move were most successful. Previously the branch had been used almost exclusively by children,

**West
End**

with a small percentage of women. When the library appeared in the new quarters, men glanced askance at the library sign on the windows, then began to drop in one by one to read magazines and newspapers. Later when a sub-station collection of the water and light department was installed, the men of the district knew the library at least by location, and many became readers. The Sunday attendance at this branch now consists almost entirely of men. The circulation has grown from 6,564 volumes in 1910 to 34,365 volumes in 1914. Tentative steps were taken in 1914 towards acquiring lots in the West End for a branch building and it is hoped that a separate building for this part of the city may be obtained from the Carnegie Corporation.

Stations

In the fall of 1914, Miss Alice Gaylord was transferred from the children's department and placed in charge of the extension work of the library. In 1913 the deposit stations numbered four, other agencies twenty, which with the main library and two branches totaled twenty-seven distributing agencies. While the number of various distributing agencies declined to 18 in 1914, the deposit stations were increased to 12, so that the total number of agencies for this year were 33.

**Catalog
Department**

The position of head cataloger which was made vacant by the resignation of Miss Jeanne Griffinn in June, 1913, was filled in September of that year by Miss Helen Rockwell of the Towanda, Pa. Public Library. Miss Rockwell resigned in November, 1914, to take a position on the staff of the Pennsylvania Library Commission, at Harrisburg. She was succeeded by Miss Mae I. Stearns of the Newberry Library. Under the supervision of Miss Rockwell and Miss Stearns, considerable re-classifying and recataloging was carried on, as well as the making of separate catalogs and self-lists for the West Duluth and West End branches.

**Reference
Department**

Miss Zelma Kaiser, reference librarian, was compelled to relinquish her work in the library in the spring of

1914, on account of ill health. On September first of that year, her position was taken by Miss Elta Virginia Savage, New York State Library School, '12-'13. Miss Savage undertook a reorganization of her department in order to make picture collections, clippings, pamphlet material, bibliographies and other reference equipment more available. At the same time the customary work with school students and club women was carried on, as well as general reference work. An extension of the Bell telephone was installed for the use of the reference librarian, so that she could be readily communicated with by those desiring special information. Miss Rose Taylor was detailed as special assistant in this department in February, 1914, and later Miss Margaret Barrows was added to the reference staff.

Miss Marjorie Morrow succeeded Miss Alice Gaylord as children's librarian on September first, 1914. Miss Morrow was graduated from the Training School for Children's Librarians at Pittsburgh with the class of 1914, after completing an apprentice course in the Duluth library. Work with the schools was begun shortly after the opening of the fall term. Visits were made to near-by schools to tell stories to children of the lower grades, and to arouse the interest of both teachers and children in the juvenile department. The story hour was begun in October in the main library. The average attendance for the last three months of the year was 65, with a range from highest to lowest of 110 to 16. The story hour was also conducted at both West Duluth and West End branches by the librarian in charge.

**Children's
Department**

At the Kaaterskil conference of the American Library Association in 1913, the library was represented by the librarian, as was also the state meeting of that year. In 1914, Miss Morrow and the librarian were present at the Washington meeting of the American Library Association. Miss Rockwell and the librarian attended the state meeting at Little Falls. The usual

**Library
Meetings**

round table conferences for librarians of the northern part of the state were held in February of both years covered by this report. These conferences are held coincident with the annual meeting of the Northern Minnesota Teachers Association and therefore include school as well as public libraries. Miss Baldwin of the State Library Commission, and Miss Wilson of the Department of Education, were present at both meetings. The 1913 round table was held in the West Duluth branch, after which a picnic lunch was served in the club room.

Staff Various changes for various reasons on the staff of the library are to be noted. Besides the usual fluctuations on account of resignations, two members of the staff, Miss Kaiser and Miss Borland, were obliged to give up their work on account of ill health. Library relations were severed with Miss Margaret Ryan with especial regret, as her work in that part of the city in which she was stationed was particularly opportune, and was endorsed alike by the patrons of the library and the board. Miss Haig and Miss Schiller who resigned to be married, maintained the reputation of the library for a staff wedding every year. The advent of Miss Savage and Miss Morrow to their respective departments is recorded in the report of their departments.

Thomas Mapp, who had served as janitor of the library for twelve years, was succeeded in October, 1914, by John C. Crane.

To the members of the library staff, the librarian wishes to express a sense of gratification at the unfailing loyalty and support which has been at her command in every undertaking. That progress has been made is due to the fact that this support has been given without reserve at all times.

Acknowledgment is also made of the wise counsel and constant helpfulness which has been afforded by

the Mayor during his term of office. Administered directly by him, as Commissioner of Public Affairs, the library has been fortunate in having the benefit of his judgment and opinion in all matters of conduct. That his interest and direction have aided in large degree to make for the unimpeded progress of the library, is hereby gratefully admitted.

Respectfully submitted,
FRANCES E. EARHART,
Librarian.

STATISTICAL REPORT FOR 1913.

Book Account.

Number of books in library December 1, 1912.....	61,448
Books added by purchase.....	2,864
Books added by gift.....	31
Magazines and newspapers bound.....	164
Total	64,507
Books lost or withdrawn.....	2,323
Number of books in library December 1, 1913.....	62,184

CLASSIFIED LIST OF BOOKS.

CLASSES	ADDITIONS			Total Number in Library		
	Circulating Dept.		Reference	Circulating Dept.		Reference
	Adults	Juv.		Adults	Juv.	
General Works	38	2	143	601	21	5,880
Philosophy	32	1	3	962	21	20
Religion	26	9	1	1,906	88	141
Sociology	101	108	18	2,751	429	357
Philology	10			191	13	87
Science	14	20	3	2,110	363	181
Useful Arts	98	1	3	1,939	137	148
Fine Arts	71	24	13	1,982	199	268
Literature	196	48	4	5,740	1,083	715
Travel	47	28	7	1,993	564	415
Biography	31	15	1	4,601	307	538
History	21	21	16	5,079	405	4,060
Fiction	954	158		9,374	3,001	58
Total	1,639	435	212	39,229	6,631	12,868
West Duluth	277	266	4	856	1,444	237
West End	2	223	1	146	764	9
Grand Total	1,918	924	217	40,231	8,839	13,114

CLASSIFIED REPORT OF CIRCULATION FOR 1913.

	Adult	Juvenile	Total
General Works.....	4,716	734	5,450
Philosophy.....	1,146	91	1,237
Religion.....	1,162	789	1,951
Sociology.....	2,664	4,968	7,632
Philology.....	259	13	272
Science.....	1,200	1,141	2,341
Useful Arts.....	3,001	382	3,383
Fine Arts.....	2,638	648	3,336
Literature.....	6,385	6,264	12,649
Travel.....	1,658	1,745	3,403
Biography.....	2,097	982	3,079
History.....	1,948	1,943	3,891
Fiction.....	68,476	20,073	88,549
Total	97,350	39,823	137,173

Branches

West Duluth.....	15,725	23,493	39,218
West End.....	8,876	16,514	25,390
Total	24,601	40,007	64,608

Stations

Fairmount School.....	249	1,307	1,556
Lowell School.....	130	815	945
Madison School.....	73	491	564
Salter School.....	117	1,663	1,780
Total.....	569	4,276	4,845

Grand Total.....	122,520	84,106	206,626
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CIRCULATION BY MONTHS FOR 1913.

	Main	W. Dul.	W. End	Statn's	Total
December	9,990	3,202	1,866	530	15,588
January	12,454	3,595	2,008	618	18,675
February	11,839	3,896	2,330	799	18,864
March	14,958	4,799	3,182	716	23,655
April.....	12,598	3,953	2,440	638	19,629
May	11,467	3,391	2,443	318	17,619
June	9,501	2,812	2,334		14,547
July.....	9,533	2,818	1,956		14,307
August.....	9,228	2,623	1,515		13,366
September.....	9,336	2,258	1,311		12,905
October.....	12,548	2,645	1,821	682	17,696
November.....	13,721	3,226	2,284	544	19,775
Total.....	137,173	39,218	25,390	4,845	206,626

Number of days library has been open for circulation.....	305
Average daily circulation (main and branches).....	677
Largest daily circulation (main).....	947
Least daily circulation (main).....	231
Average weekly circulation (main and branches).....	3,974
Percentage of fiction (main and branches).....	63
Percentage of non-fiction (main and branches).....	37
Percentage of children's books (main and branches).....	40

STATISTICAL REPORT FOR 1914.

Book Account.

Number of books in library December 1, 1913.....	62,184
Books added by purchase.....	6,556
Books added by gift.....	240
Magazines bound.....	308
Total.....	69,288
Books lost or withdrawn.....	1,279
Number of books in library December 1, 1914.....	68,009

CLASSIFIED LIST OF BOOKS.

CLASSES	ADDITIONS			Total Number in Library		
	Circulating Dept.		Reference	Circulating Dept.		Reference
	Adults	Juv.		Adults	Juv.	
General Works	18	29	222	617	47	6,102
Philosophy	56	-----	3	1,017	19	23
Religion	67	3	7	1,972	87	148
Sociology	226	94	55	2,974	432	410
Philology	30	-----	15	217	13	102
Science	58	18	7	2,155	366	188
Useful Arts	338	6	21	2,257	143	165
Fine Arts	146	33	45	2,119	227	313
Literature	337	97	41	6,053	1,075	756
Travel	124	64	8	2,115	3,064	423
Biography	108	48	5	4,705	601	543
History	78	68	13	5,155	350	4,073
Fiction	1920	303	-----	10,860	495	58
Total	3,506	763	442	42,216	6,919	13,304
West Duluth	277	674	88	1,105	2,005	325
West End	385	936	34	527	1,565	43
Grand Total	4,168	2,373	564	43,848	10,489	13,672

CLASSIFIED REPORT OF CIRCULATION FOR 1914.

	Adult	Juvenile	Total
General Works.....	4,503	779	5,282
Philosophy.....	1,212	67	1,279
Religion.....	1,236	604	1,840
Sociology.....	2,633	5,165	7,798
Philology.....	340	21	361
Science.....	1,339	1,192	2,531
Useful Arts.....	3,150	387	2,537
Fine Arts.....	2,437	860	3,297
Literature.....	6,863	5,483	12,346
Travel.....	1,971	1,669	3,640
Biography.....	2,279	1,321	3,600
History.....	1,857	2,211	4,068
Fiction.....	71,800	21,624	93,424
Total.....	101,620	41,383	143,003

Branches

West Duluth.....	15,088	18,890	33,978
West End.....	12,522	21,843	34,365
Total	27,610	40,733	68,343

Stations

Bryant School.....	111	301	412
Cobb School.....	712	1,085	1,797
Endion School.....	26	305	331
Fairmount School.....	100	1,390	1,490
Lakeside School.....	67	633	700
Lester Park	857	539	1,396
Lowell School.....	27	860	887
Madison School.....	35	844	879
Radison School.....	--	115	115
Salter School.....	24	1,339	1,363
Other Stations.....	935	----	935
Total.....	2,894	7,411	10,305

Grand Total.....	132,124	89,527	221,651
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CIRCULATION BY MONTHS FOR 1914.

	Main	W. Dul.	W. End	Stata's	Total
December	12,181	2,730	2,057	571	17,539
January	12,979	2,703	2,205	883	18,770
February	12,555	2,947	1,811	841	18,154
March	13,794	3,727	4,563	1,032	23,116
April	13,937	3,495	3,749	756	21,937
May	10,830	2,736	2,679	360	16,605
June	9,901	2,596	3,196	404	16,097
July	9,825	2,313	2,524	312	14,974
August	9,280	2,182	2,467	400	14,329
September	9,975	1,863	2,136	403	14,377
October	13,893	2,936	3,191	1,254	21,274
November.....	13,853	3,750	3,787	3,089	24,479
Total.....	143,003	33,978	34,365	10,305	221,651

Number of days library has been open for circulation.....	306
Average daily circulation (main and branches).....	767
Largest daily circulation (main).....	1,011
Least daily circulation (main).....	234
Average weekly circulation (main and branches).....	4,263
Percentage of fiction (main and branches).....	63.3
Percentage of non-fiction (main and branches).....	36.7
Percentage of children's books (main and branches).....	40.3

A. L. A. COMMITTEE ON LIBRARY ADMINISTRATION FORM FOR LIBRARY STATISTICS.

(Revised and adopted by Council, 31 Dec., 1914)

Annual report for year ended December 1, 1914.

Name of library: Duluth Public Library.

City or town: Duluth. State: Minn.

Population served 91,435 (estimate).

Terms of use—Free for lending. Free for reference.

Total number of agencies 33.

Consisting of—Central library

Branches (How many occupy separate buildings? 1).....	2		
Stations	12		
Other agencies.....	18		
2 schools, 3 factories, 5 lumber camps, 5 fire halls, Car Barns, The Bethel, Fond du lac.			
Number of days open during year (Central library).....	350		
Hours open each week for lending (Central library).....	79		
Hours open each week for reading (Central library).....	82½		
	Adult	Juv.	Total
Number of volumes at beginning of year.....	53,345	839	62,184
Number of volumes added during year by purchase	4,222	2,346	6,568
Number of volumes added during year by gift or exchange.....	229	11	240
Number of volumes added during year by binding material not otherwise counted	281	15	296
Number of volumes lost or withdrawn during year.....	557	722	1,279
Total number at end of year.....	57,520	10,489	68,009
Number of pamphlets at beginning of year	No statistics kept		
Number of pamphlets added during year	" " "		
Number of pamphlets withdrawn during year	" " "		
Total number of pamphlets at end of year	" " "		
	Adult	Juv.	Total
Number of volumes of fiction lent for home use.....	95,729	42,593	138,322
Total number of volumes lent for home use.....	134,843	86,808	221,651
Number of volumes sent to agencies	No statistics kept		
Number of prints lent for home use	" " "		
Number of music rolls lent for home use	" " "		
Other circulation (sheet music, clippings, etc.—enumerate)	" " "		
	Adult	Juv.	Total
Number of borrowers registered during year.....	3,668	1,518	5,186
Total number of registered borrowers.....			22,090
Registration period, years			5

Number of newspapers and periodicals currently received
48 newspapers and 214 magazines.

Number of persons using library for reading and study not kept.
(Total figures of attendance in reading rooms, if kept) " "

RECEIPTS FROM		PAYMENTS FOR	
Unexpended balance	\$ 3,332.62	Maintenance	
Local taxation	21,715.53	Books	\$ 6,736.32
State grants		Periodicals	645.00
Endowment funds		Binding	1,229.67
Membership fees		Salaries, library service	9,303.45
Fines and sale of		Salaries, janitor service	2,134.50
publications	775.46	Rent	495.00
Duplicate pay collection		Heat	635.28
Gifts		Light	766.28
Other sources	3,118.16	Other maintenance	6,932.64
Total	\$28,941.77	Total maintenance	\$28,874.14

GIFTS TO THE LIBRARY.

1913-1914.

	Vols.		Vols.
Adams, E. F.	1	Mace, F. Isabel	2
Adams, I. W.	1	Maine-Agriculture	
Bouchard, Darcey	1	exper. station	1
Canadian Government Press	1	National Educational	
Carnegie Steel Company	1	Association	1
Chase	1	New York Public Health	1
Christian Science Church	30	New York Stock Exchange	1
Citizens League of Minnesota	1	Penn.-Dept. of Agriculture	1
City clerk of Duluth	2	Pennsylvania Publishing	
Conway	2	Company	4
Dacey, Mrs. F. A.	53	Perkins, Mrs. E. L.	6
Duluth Commercial Club	3	Ray, Mrs. J. D.	22
Elder, Paul & Co.	1	Russell Sage Foundation	1
Engels, Fred	1	Ryan, Margaret A.	14
Firth, E. J.	2	St. Clair, Mrs. J. N.	1
Gordon, Elizabeth	1	San Diego-Chamber of	
Gordon, Mrs. Nellie K.	1	Commerce	1
Holland Hotel	1	Stockman-Farmer	1
Houston, Texas	1	Stryker, Mrs. J. D.	23
Illinois Steel Company	1	Stryker, Mrs. L. C.	1
Keller, Mrs.	8	Thompson, Slason	1
Keyes, J. A.	1	U. S. Animal Industry	1
Lake Carrier's Ass'n	1	Universal Portland	
LeRicheux, Ada E.	26	Cement Co.	5
Linderberg	3	Winston Electric Co.	1

**PRESS OF
DULUTH PRINTING COMPANY
DULUTH**

DULUTH FIGURES AND FACTS
For the year 1914.

Arrivals and Departures, Duluth-Superior Harbor.....	9,712
Receipts and Shipments, total tonnage of port.....	33,535,704
Value of commodities.....	\$287,002,960
Coal receipts, tons.....	9,488,292
Grain receipts, bushels.....	95,697,009
Elevator capacity, bushels.....	33,125,000
Iron ore shipped, tons.....	17,165,968
Lumber shipped, feet.....	218,264,000
Bank capital and surplus.....	\$6,249,545
Deposits.....	\$23,057,109
Clearings.....	\$252,125,864
Water power developed.....	55,000 H. P.
Water power available.....	120,000 H. P.
Number of school buildings.....	39
Number of children enrolled.....	14,430
Value of school property.....	\$2,952,140
Parks, acres.....	392
Boulevards, miles.....	19
Paved streets, miles.....	69
Sewers, miles.....	133
Water and Light Plant, value.....	\$4,352,624
gross earnings.....	\$608,997.72
gas consumed, ft.....	342,127,500
water consumed, gals.....	2,745,050,000
Assessed valuation, city.....	53,755,533
Tax levy, city purposes.....	\$863,851
Assessed valuation, St. Louis Co.....	\$323,964,970
Tax rate, city purposes, mills.....	16.07
Tax rate, all purposes, mills.....	34.90
Population of Duluth.....	91,435



THE DULUTH PUBLIC LIBRARY

Duluth Public Library

Sixteenth and Seventeenth Annual Reports

FOR THE YEARS
1905 - 1906



Duluth, Minn.
1907

Board of Trustees, 1905-1906.

	Term expires
Dr. C. L. Coddling, President.....	1906
Mr. F. D. Adams, Vice-President.....	1907
Mr. D. G. Cash, Secretary.....	1907
Mr. M. M. Clark.....	1906
Dr. J. M. Tufte.....	1908
Rev. Harry White.....	1907
Mr. Frank Crasweller.....	1908
Mr. G. A. Tomlinson.....	1908
Dr. W. H. Salter.....	1908

Standing Committees 1905-1906, appointed annually in May.

LIBRARY

Dr. W. H. Salter **Rev. Harry White**
Mr. G. A. Tomlinson

ADMINISTRATION

Mr. F. D. Adams **Mr. M. M. Clark**
Mr. Frank Crasweller

FINANCE

Mr. D. G. Cash **Dr. J. M. Tufte**
Rev. Harry White

BUILDING AND GROUNDS

Mr. M. M. Clark **Mr. Frank Crasweller**
Mr. D. G. Cash

BY-LAWS

Dr. J. M. Tufte **Mr. F. D. Adams**
Mr. G. A. Tomlinson

AMERICANA

Dr. C. L. Codding

Board of Trustees 1906-1907

	Term expires
Dr. C. L. Coddington, President.....	1909
Mr. F. D. Adams, Vice-President.....	1907
Mr. D. G. Cash, Secretary.....	1907
Rev. J. C. Faries.....	1907
Mr. Frank Crasweller.....	1908
Mr. G. A. Tomlinson.....	1908
Dr. W. H. Salter.....	1908
Mr. M. M. Clark.....	1909
Mr. R. B. Knox.....	1909

Standing Committees 1906-1907, appointed annually in May

FINANCE AND BY-LAWS

Mr. D. G. Cash Rev. J. C. Faries
 Dr. C. L. Coddington

ADMINISTRATION AND BUILDING

Mr. F. D. Adams Mr. M. M. Clark
 Mr. Frank Crasweller

LIBRARY

Dr. W. H. Salter Mr. R. B. Knox
 Mr. G. A. Tomlinson

AMERICANA

Dr. C. L. Coddington Dr. W. H. Salter
 Mr. D. G. Cash

Library Staff 1905

Librarian

Miss Lydia M. Poirier

Reference Librarian

Miss Elisabeth Selden

Cataloger

Miss Frances E. Earhart

Head of Circulating Department

Miss Tilley Thorn

Children's Librarian

Miss Ruth Ely

Assistants

Miss Lucile Patton; Miss May
Miller

West Duluth Branch

Miss Lida J. Marble

Janitor

Thomas Mapp

Library Staff 1906

Librarian

Miss Lydia M. Poirier

Cataloger

Miss Frances E. Earhart

Head of Circulating Department

Miss Tilley Thorn

Children's Librarian

Miss Ruth Ely

Assistants

Miss Lucile Patton, Miss May
Miller, Miss Mildred Hobbs,
Miss Alice Gaylord

West Duluth Branch

Miss Lida J. Marble

Janitor

Thomas Mapp

Library Hours 1905

Circulating Department

9 a. m. to 9 p. m. week days
Closed on Sundays and Holidays

Reading Room

9 a. m. to 9 p. m. week days
2 to 9 p. m. Sundays
2 to 9 p. m. New Year's Day, Washington's Birthday, Decoration Day, Labor Day, Thanksgiving.

Children's Room

12 to 6 p. m. school days
9 a. m. to 6 p. m. Saturdays
9 a. m. to 5:30 p. m. during summer vacation.
Closed on Sundays and Holidays
Library closed on Christmas and Fourth of July.

Library Hours 1906.

Circulating Department

9 a. m. to 9 p. m. week days
Closed on Sundays and Holidays

Reading Room

9 a. m. to 9 p. m. week days
2 to 9 p. m. Sundays
2 to 9 p. m. New Year's Day, Lincoln's Birthday, Washington's Birthday, Decoration Day, Labor Day, Thanksgiving

Children's Room

12 to 6 p. m. school days.
9 a. m. to 6 p. m. Saturdays
9 a. m. to 5:30 p. m. during summer vacation.
Closed on Sundays and Holidays

**Beginning with September 1st
the following changes in
the library hours were made :**

Circulating Department

9 a. m. to 10 p. m. week days
Closed on Sundays and Holidays

Reading Room

9 a. m. to 10 p. m. week days
2 to 10 p. m. Sundays and Holidays, except Christmas and Fourth of July.

Report of the Board of Directors.

To the Honorable the Mayor and the Common Council of
the City of Duluth,

Gentlemen:—

The Board of Directors of the Duluth Public Library beg to present you a brief statement of the library's work and condition to the close of the year 1906.

We wish to express our appreciation of your uniform interest, kindness and courtesy which makes possible the continuation and success of this branch of public utility.

We are sorry that the year 1906 interrupted the traditional ability of the Board to get through the year upon its apportionment, but it was due to certain misunderstandings and need not happen again. The expenses of this department are so in-elastic that it was impossible to cut them down without crippling, and the half-mill limit prescribed by law will probably never produce much in excess of the actual need.

The policy of the management is the broadest possible consistent with a public benefit—all sorts and conditions are made to feel that there is at least one place where they are not only welcome but urged, and where any and all suggestions meet with cheerful consideration and deliberation.

We like to think we are something more and perhaps greater than mere books—a center of interest, if you will—which believes most thoroughly in the greatest good to the greatest number and something worth while for all.

That a phenomenally busy and prosperous condition in the business world does not interfere with our growth, gives us courage.

I would like to call your attention to the efficiency of our corps of workers to whom really whatever success is attained is due. Would also be grateful for any suggestions from your honorable body that would make our work broader and better.

Respectfully submitted,

Charles L. Coddington,

President.

Financial Statement.

January 1, 1905, to January 1, 1906.

Receipts.

Balance January 1, 1905,.....	\$ 2,043.47	
Fines collected	256.42	
From taxes 1904 and prior years..	11,998.30	
		\$14,298.19

Disbursements.

Salaries	\$ 6,025.19	
Rent West Duluth Branch.....	150.00	
Expense, supplies, etc.	494.69	
Books, periodicals and binding....	5,733.06	
Fuel	500.92	
Furniture and fixtures	120.74	
Minor repairs and alterations.....	127.85	
Balance January 1, 1906, ...	1,145.74	
		\$14,298.19
Balance January 1, 1906, ...	\$ 1,145.74	

Financial Statement.

January 1, 1906 to January 1, 1907.

Receipts.

Balance January 1, 1906.....	\$ 1,145.74	
Fines collected	229.30	
From taxes 1905 and prior years..	11,179.78	
Sale of books	24.72	
		\$12,579.54

Disbursements.

Salaries	\$ 6,029.40	
Rent West Duluth Branch.....	137.50	
General Expense	608.68	
Books, periodicals and binding....	4,407.43	
Fuel	400.49	
Furniture and fixtures	107.34	
Minor repairs and alterations ...	88.40	
Balance January 1, 1907	800.30	
Total	\$12,579.54	
Balance January 1, 1907	\$ 800.30	

Report of the Librarian.

To the Directors of the Duluth Public Library,
Duluth, Minn.

Gentlemen:—

I have the honor to present the 16th and 17th annual reports of the Duluth Public Library covering the operations and statistics for the years 1905 and 1906.

Owing to the lack of funds during 1906, the report of the previous year was not printed and is therefore incorporated with the report for the past year.

The growth and work of the library during the past two years shows a steady increase in all departments. In 1906 it was found necessary to curtail expense in every quarter possible, as the city appropriation lacked four thousand dollars of the amount needed and asked for. A more liberal allowance has been set aside for the coming year and will aid us in carrying out plans for larger growth and increased usefulness.

Circulation

During 1905, 127,950 books were circulated and in 1906, 135,237; a gain of 7,287 volumes over the previous year, and a gain of one per cent. of classed books over fiction. This does not include the books consulted in the reading and reference rooms, owing to the open shelf arrangement of these departments and the fact that we have no regular reference librarian. Upon the circulating department the popularity of the library to a large extent depends, as the public gains its first impression and all its information through this channel. In the Juvenile Department a slight decrease is shown in the number of volumes issued; 32,999 volumes for 1905 as against 32,429 volumes for 1906. This is accounted for by the fact that fewer books have been added to this department than usual and a much larger number than usual withdrawn from circulation. The number of books drawn on teacher's cards for 1905 is 5,295 and for 1906, 5,603.

Books for Study Classes

No definite statement can be made as to the number of books consulted at the library since all departments are open to the public. Both reference and circulation books are set aside for the use of clubs, study classes and high school students, and no record of their use can be kept. A

conservative estimate of the number of books used at the library would be at least 50,000 volumes. In the tables appended no mention is made of these books.

Our departments in foreign languages are very small as the present Board does not approve of enlarging in this quarter. About three hundred volumes of French and two hundred volumes of German, most of which have been donated, are all we possess. Requests are frequently made for books in both Swedish and Italian, and it is hoped that in the near future small libraries in both these languages may be added.

Foreign
Books

In 1905, 14,840 persons held library cards. This number increased to 17,165 by December 1906. These figures do not indicate the number of actual users of the library, but the number of users' cards in force at the present time. On December 1st, 1906, 5,705 books were in actual circulation. Ministers and members of study classes have been allowed special cards during the year, in addition to those issued to teachers.

Registration

The reading room is supplied with 186 periodicals and the newspaper room contains 49 daily and weekly papers. A full list of these will be found at the end of this report. The rooms are well patronized by the public, especially on Sundays, but no statistics of the number of users can be kept.

Reading
Room

No reference librarian has been appointed to take the place of Miss Selden, who received an appointment in the Brooklyn library in February, 1906. The work has been carried on by all the members of the staff and has been an opportunity for development of capability which they might not otherwise have had.

Reference
Work

In the spring of 1906 brief lists were prepared for the high school seniors for their graduating theses, and during the summer bibliographies were compiled for the use of the club women in the fall and winter.

The work with newspaper clippings is carried on as before. All items of public interest are cut from the papers and filed as well as leading portraits, and articles of local importance are pasted in a scrap book.

Bulletins on various topics of interest have been made and posted during the year and the lists of books accompanying these bulletins have been most helpful.

The Juvenile Department has sought during the past year to reach a larger number of the children of the city.

Juvenile
Department

The library is limited in the work it would like to do inasmuch as the greater number of those children using the library live in the immediate vicinity. Duplicate copies of our best children's books have been purchased and placed in the schools and outlying districts where the homes are too isolated for children to come to the main library. Ten school buildings, each with a library of about fifty books, were thus supplied and the results were most gratifying. The books were eagerly read and returned in good condition with prompt requests for more. In some cases the interest in the children's room at the library was aroused among these scholars, distances were ignored, and they came directly to us for their books. Certainly the plan has enlisted the interest and sympathy of the teachers and much helpful work has been accomplished through their co-operation. The schools thus supplied have been mainly those of the West End, and the library hopes, with the addition of more books, to extend the work in other directions.

Mounted Pictures

During the past year special attention has been paid to the collection of pictures available for work in the schools. A large number of these were mounted on card board with material concerning the pictures placed in envelopes on the back of the cards. During the summer these pictures were listed on cards in order to facilitate their use, and it is hoped in time to make this collection of invaluable assistance to teachers and school children.

Before Christmas an exhibit of children's books was held in the Art Room, which proved of interest to many perplexed Christmas shoppers.

Circulation

The circulation in the Juvenile Department at the library has shown a slight decrease, but there has been no perceptible decrease in the number of children using the reading room. The collection of picture books has proved most attractive. A chart of colored plates purchased for the room has been most pleasing to the children, and the collections of mounted pictures and poems have been largely used in school work.

There has been a marked gain in non-fiction reading, the greatest increase being in books of history. The issue of the non-fiction card to the larger children and many bulletins with suggestive lists on various subjects aside from fiction, have aided in this interest.

Story Hour

The story hour has been held each alternate Saturday instead of every week as formerly. No outside help has

been solicited and the aim has been to make the stories less formal and more practical and helpful.

The children's room has been made more attractive by the addition of a number of new plants, the gift of library friends, and by the purchase of new pictures and statuary.

During 1905, one fourth of the room was fitted with art metal shelves. It is the intention of the board to complete the shelving and when this is done the room will present a uniform and pleasing appearance.

This department of the library now contains 2,308 volumes, 149 being added in 1905, and 118 in 1906. The fund is now practically exhausted but provision for purchasing rare volumes will be made from the main appropriation. During the last two years some of the important additions to this department were: The Philippine Islands, Makers of Canada Series, the Hakluyt Voyages, and numerous additions to local history. A few volumes of genealogical interest have also been added.

Americana

The Art Room continues to be a popular adjunct of the library. It has had during the past year an average of twenty-five meetings a month. Various exhibitions have been held in the room during the year; among them one under the direction of Mrs. Seymour on Japanese prints; one of china under the auspices of the Twentieth Century Club; and a collection of paintings by Mr. Robert Koehler, President of the State Art Association. During this exhibit two stereopticon lectures were given by Mr. Koehler, one on Art in the Home and the other on James McNeill Whistler. A number of evening lectures have also been given in connection with the various clubs.

Art Room

The number of cards filed in the catalog for 1905 was 10,898, and for 1906, 7,239. The decrease is explained by the fact that fewer books were purchased in 1906 on account of a smaller appropriation from the city.

Catalog
Department

Considerable re-cataloging has been done during the past year, including many of the more important series, the collection of Shakespearean and works on Napoleon. Eighty-one volumes of the International Library of Technology publications have been purchased since our last report and these have been cataloged with many analyticals. L. C. cards are used largely, but the number purchased has not been kept.

In addition to the main catalog, cards are also made for

the children's catalog, and the West Duluth Branch and Americana Department are provided with a classed catalog which is kept up to date.

Sixty-five pamphlets were accessioned in 1905, and 64 in 1906. This does not indicate the total additions for the two years, as only the more important pamphlets are accessioned.

Binding

In 1905, 470 books were rebound and 240 volumes of periodicals. In 1906, 854 books were rebound and 314 volumes of periodicals. 4633 books were repaired in 1905, and 4569 books in 1906.

An effort has been made during the past two years to complete some of the sets of periodicals on our shelves, and with this object in view a number of volumes of bound magazines have been purchased, so that we now have complete sets of many of the leading periodicals.

Government Documents

At the beginning of 1905 there were 3,582 public documents in the accession records of the library, but since that time the new additions have been placed on the shelves without being accessioned. 290 volumes were added in 1905, and 325 volumes in 1906. Some of these documents are of great value to the library and form an important part of our reference collection, especially the geological reports and monographs and the pamphlets of the Agricultural Department.

West Duluth

Our branch library at West Duluth has shown the most remarkable growth in its history. The circulation has increased from a daily average of 29 volumes in 1905, to 41 in 1906. The monthly average was 1484 and the total number of volumes circulated in 1906, 17,810. A total attendance for the year of 31,579, or an average of 91 persons daily, shows an increased interest from its patrons. Too much praise cannot be accorded the attendant at this branch for her faithful and efficient work. The room in the bank building was renovated, and steam heat installed during the past summer. Fifteen magazines and six daily papers are furnished the branch, and about five hundred books are kept on the shelves constantly. Miss Marble has been assisted in the work by Miss Robb, who succeeded Mrs. McKinley as Sunday assistant. In the near future it will be necessary to add a regular assistant.

Staff and Apprentices

In June, 1905, Miss Lowe resigned to take charge of the Cloquet Public Library. Civil service examinations

were held in April, and Misses Patton and Miller, who had previously served as apprentices, were added to the library staff, Miss Patton in June and Miss Miller in September. No further change took place until February, 1906, when Miss Selden resigned to take a position in the Brooklyn Public Library. Civil service examinations were again held in April, and in September, Miss Mildred Hobbs was appointed to fill the vacancy. Miss Alice Gaylord, a graduate of the Western Reserve University Library School, was added to the staff in October to take the place of Miss Miller, resigned.

The librarian attended the state library meeting in October, 1905, at Red Wing, and in June, 1906, went to Narragansett Pier as a delegate to the American Library Association.

In May, 1905, Messrs. Crasweller, Salter and Tomlinson were appointed to replace Messrs. Mitchell, Harrison and Stocker on the Library Board. In May, 1906 Messrs. Coddington, Clark and Knox were appointed, the first two to succeed themselves, and Mr. Knox to succeed Dr. Tufte. In June, Rev. T. H. Celland, D. D., was appointed to complete the term of Rev. Harry White. Dr. Cleland having removed from the city, Rev. J. C. Faries was appointed in December to fill out the term which expires May, 1907. The Library Board is now constituted as follows: President, Dr. C. L. Coddington; Vice President, Mr. F. D. Adams; Secretary, Mr. D. G. Cash and Messrs. M. M. Clark, Frank Crasweller, J. C. Faries, R. G. Knox, W. H. Salter and G. A. Tomlinson.

Library
Board

With cordial thanks to the members of the Library Board for hearty co-operation and support in all undertakings for the benefit of the library, this report is respectfully submitted.

Lydia M. Poirier, Librarian.

Statistical Report for 1905.

Book Account.

Number of books in library January 1, 1905.....	41,537
Books added by purchase	3,477
Books added by gift	175
Magazines bound	240
Total	45,429
Books withdrawn	254
Number of books in library January 1, 1906.....	45,175

Classified List of Books.

CLASSES	ADDITIONS			Total Number in Library		
	Circulating Dept.		Reference	Circulating Dept.		Reference
	Adults	Juv.		Adults	Juv.	
General Works	17	2	172	105	11	4244
Philosophy	67	1		739	6	10
Religion	84	5	10	1475	37	74
Sociology	157	5	24	1969	62	185
Philology	6		2	121		70
Natural science	111	15	5	1833	258	144
Useful arts	157	4	29	1231	56	111
Fine arts	126	12	15	1260	67	158
Literature	403	54	23	4107	464	470
Fiction	874	543		7600	2497	24
Biography	295	11	11	3840	182	216
Travel	147	17	38	1450	301	255
History	299	17	134	4026	253	1933
U. S. and State documents						3582
Total	2743	686	483	29759	4194	11476

Classified Report of Circulation 1905.

	Adults	Juv.	Teachers	Total
General works.....	3,381	277	193	3,658
Philosophy	1,301	25	104	1,326
Religion	937	162	95	1,099
Sociology	1,675	331	456	2,006
Philology	281	4	93	285
Natural science	1,572	956	300	2,528
Useful arts	1,592	159	103	1,751
Fine arts	1,682	248	222	1,930
Literature	5,264	3,031	983	8,295
Fiction	62,419	25,593	1,641	88,012
Biography	2,402	569	225	2,971
Travel	1,872	777	392	2,649
History	3,009	877	488	3,886
Total	87,387	32,999	*5,295	120,386
West Duluth				7,564
Total				127,950

*Included in adult circulation.

Circulation by Months 1905.

December	9,179
January	10,704
February	11,270
March	13,184
April	11,264
May	10,207
June	9,023
July	8,929
August	8,763
September	8,550
October	9,017
November	10,296

Total 120,386

Number of days library has been open for circulation.	306
Average daily circulation	418
Largest daily circulation	981
Smallest daily circulation	152
Average weekly circulation	2,460

Statistical Report for 1906.

Book Account.

Number of books in library January 1, 1906	45,175
Books added by purchase	2,752
Books added by gift	146
Magazines bound	314

Total 48,387

Books withdrawn 708

Number of books in library January 1, 1907 47,679

Classified List of Books.

CLASSES	ADDITIONS			Total Number in Library		
	Circulating Dept.		Refer-ence	Circulating Dept.		Refer-ence
	Adults	Juv.		Adults	Juv.	
General Works	19		325	124	11	4641
Philosophy	71			810	6	10
Religion	88		1	1563	37	77
Sociology	85	5	17	2059	67	236
Philology	5		4	126		75
Natural science	46	23	11	1905	281	163
Useful arts	156	2	9	1389	58	123
Fine arts	169	13	7	1442	80	165
Literature	359	56	23	4522	520	509
Fiction	661	415		8676	2912	24
Biography	167	2	30	4009	184	348
Travel	137	3	16	1590	304	335
History	193	11	83	4230	264	3804
Total	2156	530	526	32445	4724	10510

Classified Report of Circulation 1906.

	Adults	Juv.	Teachers	Total
General works	3,885	262	274	4,147
Philosophy	1,308	28	103	1,336
Religion	1,095	122	110	1,217
Sociology	1,607	260	375	1,867
Philology	237	...	67	237
Natural science	1,542	54	224	2,116
Useful arts	1,892	175	147	2,067
Fine arts	1,896	321	337	2,217
Literature	4,855	2,320	1,122	7,175
Fiction	60,109	26,437	1,603	86,546
Biography	2,335	463	285	2,798
Travel	1,757	729	446	2,486
History	2,480	738	510	3,218
Total	84,998	32,429	*5,603	117,427
West Duluth				17,810
Total				135,237

*Included in adult circulation.

Circulation by Months 1906.

December	8,718
January	10,646
February	10,635
March	12,988
April	10,173
May	9,429
June	9,091
July	8,464
August	8,407
September	8,392
October	10,199
November	10,285
Total	117,427

Number of days library has been open for circulation	305
Average daily circulation	440
Largest daily circulation	901
Smallest daily circulation	198
Average weekly circulation	2,603

Periodicals in the Library.

Advocate of Peace,	Blackwood's Edinburgh
American Architect,	Magazine,
American Boy,	Bookman,
American Catholic Quarter-	Book Review Digest,
ly Review,	Brush and Pencil,
American Engineer,	Canadian Magazine,
American Geologist,	Carpentry and Building,
American Historical Maga-	Cassell's Little Folks,
zine,	Cassino's Little Folks,
American Historical Review,	Catholic World,
American Homes and Gar-	Century Magazine,
dens,	Charities,
American Journal of Soci-	Chautauquan,
ology,	Chicago Banker,
American Lumberman,	Children's Missionary
American Machinist,	Friend,
American Magazine,	Christian Register,
American Monthly Magazine	Christian Science Journal,
American Municipalities,	Christian Science Sentinel,
American Naturalist,	Church Standard,
Annals of American Acad-	Collier's Weekly,
emy,	Congressional Record,
Appleton's Book Lover's	Contemporary Review,
Magazine,	Cornhill Magazine,
Architectural Record,	Cosmopolitan,
Arena,	Country Life in America,
Army and Navy Journal,	Courant,
Astro-Physical Journal,	Cumulative Book Index,
Atlantic Monthly,	Cumulative Book Review
Babyhood,	Digest
Balance,	Craftsman,
Bellman,	Current Literature,
Biblical World,	Delineator,
Birds and Nature,	Dial,
Bird-lore,	

Dun's Review,	Journal of Education,
Eclectic Magazine,	Journal of Geology,
Edinburgh Review,	Journal of International
Education,	Ethics,
Educational Review,	Journal of Political Econ-
Electric World,	omy,
Engineering Magazine,	Judge,
Engineering and Mining	Keith's Building Magazine,
Journal,	Keramic Studio,
Engineering News,	Kindergarten Magazine,
Engineering Record,	Ladies' Home Journal,
Etude,	Le Monde Moderne,
Everybody's Magazine,	Leslie's Weekly,
Exponent,	Library Index,
Farmer,	Library Journal,
Farmer's Tribune,	Life,
Forest and Stream,	Lippincott's Magazine,
Fortnightly Review,	Literary Digest,
Forum,	Little Chronicle,
Gardening,	Littell's Living Age,
Good Housekeeping,	McClure's Magazine,
Good Roads,	Magazine of History,
Harper's Bazar,	Marine Review,
Harper's Monthly Magazine,	Masters in Art,
Harper's Weekly,	Messenger,
Health Culture,	Mining Reporter,
Herald of the Cross,	Missionary Herald,
Hibbert Journal,	Missionary Review of the
Historical Magazine & Notes	World,
& Queries,	Monthly Weather Review,
House and Garden,	Municipal Journal,
House Beautiful,	Munsey,
Illustrated London News,	Musical Courier,
Independent,	Nation,
Indian's Friend,	National Association Notes,
Inland Printer,	National Geographic Maga-
International Quarterly,	zine,
Iron Age,	New England Magazine,

New Shakespeareana,	Samaritan,
Nineteenth Century,	Saturday Evening Post,
North American Review,	School Arts Book,
Northwestern Miller,	School Education,
Outing,	School Review,
Outlook,	Science,
Out West,	Scientific American,
Overland Monthly,	Scientific American Supple-
Patent Office Gazette,	ment,
Patent Office Gazette, Cana-	Scribner's Magazine,
dian,	Sheep Breeder,
Philistine,	Southern Historical Associ-
Photographic Times,	ation,
Popular Astronomy,	Spirit of Missions,
Popular Mechanics,	Strand,
Popular Science Monthly,	Studio,
Public Libraries,	Success,
Puck,	Successful Farming,
Punch,	Table Talk,
Putnam's Monthly,	Theater Magazine,
Quarterly Review,	Times Magazine,
Railway Age,	Westminster Review,
Railway Magazine,	What's in the Magazines,
Reader Magazine,	Woche, Die,
Reader's Guide to Periodical	Woman's Missionary Friend
Literature,	Work With Boys,
Records of the Past,	World's Work,
Recreation,	Y. W. C. A. Journal,
Review of Reviews,	Youth's Companion,
Rudder,	Zenith,
St. Nicholas,	

Newspapers in the Library.

Ashland Daily Press,
Atlanta Constitution,
Bisbee Daily Review,
Boston Weekly Transcript,
Buffalo Illustrated Express,
Chicago Daily Tribune,
Chicago Record-Herald,
Cincinnati Weekly Inquirer,
Cleveland Daily News,
Des Moines State Register,
Denver Weekly Republican,
Detroit Free Press,
Duluth Evening Herald,
Duluth News Tribune,
Duluth Tribunal,
Hartford Courant,
Hibbing Mesaba Ore,
Hibbing Tribune,
Ishpeming Iron Ore,
London Lloyd's Weekly
News,
Louisville Courier Journal,
Milwaukee Farmer's Senti-
nel,
Minneapolis Journal,
Minneapolis Tribune,
New Orleans Picayune,

New York Post,
New York Sun,
Omaha World-Herald,
Philadelphia Press,
Pittsburg Dispatch,
Portland Weekly Oregonian,
Providence Sunday Journal,
St. Louis Globe-Democrat,
St. Paul Pioneer Press,
Salt Lake City Tribune,
San Francisco Chronicle,
Springfield Republican,
Superior Leader Clarion,
Superior Telegram,
Toronto Weekly Globe,
Washington Post,
Winnipeg Free Press,

Foreign Newspapers

Chicago Skandinaven,
Cincinnati Volksb'att,
Duluth Posten,
Minneapolis Svenska Ameri-
kanska Posten,
Minneapolis Ugebladet,
Perth-Amboy Folkeblad,
St. Paul Minnesota Stats
Tidning.

List of Donors to the Library 1905-1906.

Ahren, G. P.	1	G. A. R. Memorial	1
American Lumberman	2	Gettysburg National Military Park Commission	1
American Museum of Natural History	1	Gilbert, Giles	1
Ames, Ward, Sr.	1	Green, Samuel	1
Armstrong, G. B.	1	Griffis, W. G.	2
Atkinson, Mentzer & Grover	1	Haanel, Eugene	1
Aunt Martha's Cupboard	1	Harrison, C. H.	1
Bainbridge, Miss Helen	19	Harvard University	1
Barnard, H. F.	1	Heath, Mr.	1
Bate, Mrs.	9	Heywood, Mr.	1
Benson, Allan K.	1	Historical Association	1
Blakeston, Mr.	1	Holton, M. A.	1
Borden, Mr.	1	Howard, G. E.	5
Boston City	1	Jaggard, E. A.	1
Boston Records	1	Japan Mail Co.	1
Brooklyn Society Prevention of Cruelty to Children	1	Lake Mohonk Conference	1
Bureau American Republics	1	Lake Superior Mining Institute	1
Bureau of Commerce and Labor	1	Library of Congress	3
Canadian Year Book	1	Lombard, Mr.	1
Carswell, Mr.	1	Macmillan Co.	1
Cashmere, T. H.	1	Mahon, Capt.	1
Clark, A. H.	1	Menshaw, M. C.	1
Codding, Dr. C. L.	1	Minnesota Chief Fire Warden	1
Cox, E. L.	1	Mills, W. F.	3
Crawford, J. A.	10	Morrison, J. D.	1
Dryden, J. F.	1	Murray, T. H.	1
Duluth	1	McDonald, Mr.	1
Duluth Historical Society	83	Merrill, Mrs. T. D.	1
Ely, Miss Ruth	1	Munger, R. S.	1
Fairchild, Mrs. C. S.	1	National Educational Association	5
Fitzpatrick, F. W.	1	Nebraska State Historical Society	7

New York Air Brake Co.	2	Southwick, J. L.	1
New York Chamber of Commerce	1	Stechert, G. E.	2
New York Co-operative Society	1	Stocker, S. M.	51
N. Y. State	1	Straus, T. S.	1
N. Y. State Historical Society	3	Strickler, E. F.	1
Noonan, George	1	Thomas, W. G.	1
Omaha Public Library	1	U. S. Official Guide	1
Owens, L. L.	1	U. S. Government	8
Penna. Society Prevention Cruelty to Children	1	U. S. Engineering Dept.	1
Peabody Coal Co.	1	Universal Peace Congress	1
Perry, Preston	1	University of Chicago	10
Poirier, Mrs. Camille	4	University of Wisconsin	2
Poirier, Miss Jean	8	Union Press	1
Richards, R. C.	1	Westinghouse Air Brake Co.	2
Selden, E. C.	2	White, F. H.	1
Smith & Sons	1	White, Rev. Harry	3
Smythe, R. M.	1	Wisconsin Arbor & Bird Day Annual	1
		Zenith Board Duluth Central High School	3



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ANNUAL REPORT

OF

THE PUBLIC LIBRARY,

City of Duluth, Minnesota,

For the year 1904.

Gift
Duluth Public Library
Apr 133

REPORT OF THE PUBLIC LIBRARY.

To the Honorable the City Council of the City of Duluth:

Gentlemen:—The Board of Directors of the Public Library, are pleased to submit for your consideration, the fifteenth annual report of this branch of the public service; and in doing so we beg leave to call your attention to the very full and complete report of the librarian which has already been made to you for the year of 1904. That report gives you such full details as to the actual working of the library during the past year, that there is but little left along these lines for the Board to say.

We beg leave to state, however, that during the past year, as during former years, we have conducted the affairs and finances of the library according to the best of our abilities, and we are gratified to be able to report that the library is in a growing and very flourishing condition; that it is being patronized more and more every year, not only in the general department and reading rooms, but also in the juvenile department; and if its growth can be made to keep pace with the growth and development of the city, there can be no question but that as the years pass by it will be a most potent factor in the intellectual development of our people.

We, however, embrace this opportunity to say that the library certainly cannot keep pace with the growth and development of the city unless legislative authority be given to your Honorable Body to make such slight additions to our present half-mill tax for a library fund as you may deem necessary to make from time to time.

During the past year we purchased all of the best new books that our resources permitted, the total number being

4206, our only regret being that we could not have purchased far more.

We desire here to call attention to the manner in which this very important branch of the city administration was discriminated against by the framers of our city charter. The framers of that instrument gave to your Honorable Body authority to levy such taxes from year to year for the support for all the other departments of the city, police, fire department, public parks, health, engineering, municipal court, clerical force in the office of the city clerk, city treasurer, comptroller, assessor, etc., as in your judgment you should deem that the public interest demands; but the library fund was cut off by the charter to the simple half-mill tax. There is, of course, a small annual increase in the taxable wealth of the city, but the increase of the library fund for the year 1904 over 1903 was only \$1,000; while the increase of the circulation among the homes of our people was 12 per cent greater in 1904 than in 1903, and it is but fair to presume that there will be a corresponding increase in the same respect from year to year. This increase of patronage very naturally makes a corresponding demand for new books, and for new copies of old and popular volumes, and it will soon necessitate a larger library force than at present employed.

It might here be noted that the time is evidently not far distant when the people of West Duluth will be fairly entitled to a larger branch, especially for the multitude of juveniles in that end of the city, than the small one that they now have.

If, however, the entire half-mill fund that has been collected during the past three years could only have been expended for new books, we would have been able to buy much, which under the present circumstances was impossible.

By reason of the fact that the donation from Mr. Carnegie was not sufficient to erect and also furnish the library building, the Board before taking possession of the institution, was obliged to appropriate more than \$3,900 from the general library fund, which should have been expended for new books, in order to furnish the building for occupancy; and even since then, the Board has found it advisable and necessary to expend about a thousand dollars more in substantially the same way.

All this instead of going into books, has gone into permanent improvements which now belong to the library building, which, it is well to remember, is a piece of city property.

Now, it would certainly seem to be no more than fair that as soon as practicable, a sufficient additional tax should be levied to at least reimburse the general library fund for

the amount taken from it for the furnishings which should have really been paid for by the city. The present half-mill tax cannot be increased without the authority of the Legislature.

It will be remembered that two years ago the Library Board and also your Honorable Body passed a resolution earnestly urging the delegation from this county to secure the passage of a general law authorizing the City Council of cities of the size of Duluth, when in their judgment the public interests demanded it, to levy a tax for library purposes, not to exceed three-fourths of a mill on the dollar. Such a bill was duly introduced, but it was afterwards, through an oversight on the part of our delegation, so amended and mutilated as not to make it applicable to cities of this class. We would earnestly urge your Honorable Body to unite with us in asking our present delegation in the legislature to secure the passage of a bill at the present session similar to the one asked for two years ago.

We desire to state that we consider ourselves very fortunate in the excellent head of the library, and an able corps of assistants. They one and all take an interest in their work that is most commendable in them and most gratifying to the Board.

You will notice in the detailed account of the librarian, that an effort has been made to make our building a literary center or literary headquarters, where, through the literary societies, artistic gatherings, lectures, exhibitions of various kinds, and special work devoted to children, there works a tireless upbuilding of the things hoped for, and for which money does not pay.

The absolute fairness and impartiality with which the public is served is manifest in the absence of all complaint.

The courtesy of the Comptroller, City Treasurer and all officials with whom the management comes in contact, is gladly and gratefully acknowledged, for they have shown more than a perfunctory, official interest, and you may be assured that in so far as your own wishes are known they will be faithfully carried out, and your personal and frequent inspection of our work would only put us under further obligations to you.

We especially thank your Honorable Body for your recent action in authorizing a tin roof to be put on the library building to replace the gravel roof that has proved to be so unsatisfactory; and we are now arranging to have your order executed without delay.

The juvenile patrons of the library seem to appreciate fully the advantages afforded to them by their special quarters

which are made as inviting and attractive for them as possible, and is a useful accessory to their school privileges.

Thanking you for your many kindnesses in the past and asking for your continued co-operation with us in building up Duluth's Public Library and increasing its usefulness, we invite your attention to the librarian's statistical report herewith submitted for the year just closed.

Respectfully submitted,

R. C. MITCHELL,
President Library Board.

LIBRARIAN'S REPORT.

Board of Directors, Duluth Public Library:

Gentlemen:—I have the honor to present herewith the fifteenth annual report of the Duluth Public Library for the year ending, Dec. 31, 1904.

The library has been open for circulation from 9 a. m. to 9 p. m. on 307 days; the reading room and reference room have been open 364 days, being closed only on July 4th and Christmas day, the hours on other holidays than these and on Sundays being from 2 to 9 p. m.

The total circulation of books is 131,447, including 34,243 from the juvenile department and 6,563 from the West Duluth station. This shows a net gain of 13,817 over last year. The greatest gain in classes is shown in religion, there being a net gain of 272.

We had 37,989 books accessioned the first of January of this year. We have added 4,206 and withdrawn 658, making 41,537 in the library at the end of the year. This does not include 139 bound government documents and all the pamphlets issued by the Department of Agriculture which are classified and kept accessible, but which are not accessioned and therefore not shown in these records.

Included in the number of withdrawals are 109 books which were missing from the shelves during the inventory of 1903, and as these have not been found during this year they are now included among lost books, though experience has shown that some of these re-appear at intervals often covering several years. (The detailed statistical summary at the end of this report as required by the State Library Commission will give the additions and circulation by classes, etc.)

READING AND REFERENCE ROOMS.

The number of readers in the reading and reference rooms is steadily increasing; no accurate account of users of the reference room can be kept which would not hamper the free use of such reference books as are now readily accessible on open shelves, but we have been able this year to give more time to special attendance in the reference room and we find more and

more that all classes of persons come there seeking information, and assistance or guidance is often of great help to them and is gratefully received. Continuing our usual work with clubs and schools, many reading lists were made and posted, and books from the circulating department were reserved from time to time. During the summer the year books of the various clubs were procured and such material as the library contains on the different programs was gathered and bound with the year books; the daily papers have been very courteous in printing such lists as we have sent them from time to time, which has been of much service to members of the various clubs.

The reading room is supplied with 51 weekly and 126 monthly magazines, 14 of which are donated; 10 daily and 30 weekly newspapers, 10 of these being donated.

The new window in the reading room, presented by the Greysolon Du'Lhut Chapter D. A. R designed by Mrs. J. B. Weston of our city and made by the Tiffany Company of New York, represents the site of this city as it might first have appeared to the explorer whose name it bears, and it is a very beautiful addition to the building.

CIRCULATING DEPARTMENT.

The increase in circulation at the main library shows a gratifying gain of 14,335, as the West Duluth Branch shows a decrease of 518. The largest per cent of circulation is naturally in fiction, being 73. This is larger than we should wish, but these figures include the juvenile books, many of which are classed with fiction but which are used by teachers for reading in schools. The daily average in the main library is 407, which is an increase of 22 daily over last year. The largest day's circulation was 1,096 and the smallest 203. There are 14,668 users cards in force, 2,236 having registered during the year, including renewals of expired cards. During the year there were 2,738 books repaired and 1,524 notices sent for overdue books.

CATALOGING DEPARTMENT.

We have accessioned this year 4,206 books for which 7,887 cards have been made and filed in the card catalogue. 636 of these books are juvenile, 526 reference, 128 Americana, 18 pamphlets, 146 of these were gifts from various sources and 300 are periodicals which have been bound and placed in the reference room.

This year we have added a considerable number of French and German books, among them the complete works of Goethe and Schiller. These have been fully catalogued in order to bring out the technical works of both authors. In addition the works in English by both authors have been re-catalogued and fully analyzed.

JUVENILE DEPARTMENT.

The children's room has been furnished this year with new tables and partially with new shelving from the Art Metal Construction Co. The walls of the room were also re-decorated and the whole adds greatly to the attractiveness of the room.

JUVENILE CIRCULATION.

The circulation has been one of steady growth, the average increase being 551 a month, or about 130 a week over last year's record.

The Library League and the story hour have done much to further the interest and many parents have visited the room during the year, bringing the little ones who are too small to make the trip alone. The teachers come in large numbers on Saturdays for material to help them in their work and often to make up libraries to use for some weeks in their school rooms.

Many of the younger children have been exchanging their books every day. It has therefore been suggested to them through the story hour that they come as often as they wish to use the reading room, but that they exchange their books not oftener than every third day. This has resulted in a more careful selection and a more intelligent use of the books, with better opportunity on the part of the librarian for individual assistance with the children.

In purchasing books for this department the library aims to duplicate the best books rather than to buy many titles. The lists published by the Cleveland, Pittsburg and Buffalo libraries have been used as guides.

The story hour still has its gatherings every Saturday morning. No special outline has been followed but stories appropriate to the seasons and the various birthdays have been taken up, supplemented by the Perry pictures and book illustrations.

The Library League is a literary club for the older girls and boys and aims to supplement the work of the library by furnishing at its meetings brief outlines of authors' lives and

their books. Suggestive lists are also furnished the older girls and boys who are ready for more mature reading and who need assistance in choosing from the many titles that await them upstairs. The League members are encouraged to give heed to the right treatment of books and are asked to assist in keeping the room in order.

Some of the members help in the repairing of books, and last spring they made scrap books from pictures which had accumulated at the library, and gave them to the Children's Home.

Picture bulletins have been made from time to time to attract the children to books concerning great people and events. Some of those made during the year were Wild Animals I have Known, The Return of the Birds, Sea Children, Circus, Thanksgiving and Christmas. Reading lists are also posted from time to time and in December an exhibit was made of desirable gift books for children.

AMERICAN DEPARTMENT.

We have added to this collection 128 volumes during the year, making 1941 volumes in all. This is a collection of books on American history; special attention being given to our own state and locality, also to the Historical Society collections of different states. Many of these are very valuable, being old and out of print books which are often difficult to secure at any price. The use of these books has greatly increased, owing much to the influence of the D. A. R. in encouraging the study of American history and genealogical research.

ART ROOM.

This room is used by the various clubs of the city for their meetings, there being some meeting most of the days during the week. The Art Club had an exhibit for one week in November for which a small admission was charged. Mrs. Seymour is given the room twice a week for her classes, and in October Dr. Richard Burton delivered three lectures on modern literature. In such ways the library strives to be a center for culture and literary activity and to live up to its functions, which are, to quote the words of a well known library worker, "the development and enrichment of life in the entire community by bringing to all the people the books which belong to them."

STAFF.

In March Miss Ensign resigned and Miss Earhart was appointed to a position after taking the Civil Service examination required by the city. There are now several names on the eligible list from which we can draw for substitute work when necessary. Two apprentices come to the library during two afternoons of the week and give such services as they are capable of in exchange for instruction in various branches of library work.

LIBRARY MEETINGS.

No representative from the library attended the national conference of librarians held at St. Louis. Miss Selden attended the state meeting at Mankato in October at which about forty librarians and directors were present. The mutual interchange of ideas regarding work and methods as well as difficulties is always found helpful and pleasant.

The Medical Society of Duluth has made the library a depository for its periodicals. These are not included in our accessions, but are kept on shelves where the members of the society can use them. There are at present 70 volumes so shelved.

DONORS.

A list of the donors to the library this year will be found appended.

LYDIA M. POIRIER,
Librarian.

NAMES OF DONORS OF BOOKS.

Mrs. J. H. Schuler	1 v.	Atlantic Univ	1 v.
Miss Jean A. Poirier	4 v.	Mrs. Camille Poirier	11 v.
American Swedish Society.....	25 v.	D. V. Hoffman	1 v.
Dr. S. M. Stocker	12 v.	J. H. Bridge	1 v.
Minn. Soc. Sons of Amer. Rev. .	1 v.	City of Boston	1 v.
Dr. Homer Collins	2 v.	K. F. Mullaney	1 v.
L. M. Poirier	2 v.	Katherine Ensign	2 v.
Webster Free Lib., N. Y.	1 v.	Mining Institute	2 v.
Government of Canada	2 v.	Mrs. Halsey Costello	1 v.
Mutual Life Ins Co.	4 v.	Union Lib Assoc.	1 v.
N. Y. State Coll. of Forestry. .	1 v.	Little, Brown & Co.	1 v.
J. C. Green	1 v.	A. A. Carey	1 v.
H. N. Ralston	1 v.	H. F. Harrah	1 v.
Duluth Chamber of Commerce. .	1 v.	Mrs. W. S. Woodbridge	2 v.

H. W. Wilson	1 v.	H. E. Haeferkorn	2 v.
W. Reudt	1 v.	J. H. Gore	1 v.
U. S. Government	11 v.	Internat Truth Soc.	2 v.
Dodd, Mead & Co.	1 v.	Macmillan Co.	1 v.
S. L. Phillips	1 v.	St. Louis Med. Soc.	1 v.
News Tribune	1 v.	Art Assoc. in Paris.	1 v.
N. Y. State Comm. of Fisheries.	1 v.	U. of Penn.	2 v.
Andrew Carnegie	2 v.	U. of Mass.	1 v.
Wis. State Supt of Schools.	1 v.	Donnelly & Co.	1 v.
Dr. E. Haanel	1 v.	Minn. W. C. T. U.	1 v.
Miss Horne & Am. Bk. Co.	1 v.	S. S. Mackall	1 v.
Minneapolis Press Club	1 v.	J. P. Lowell	1 v.
E. S. Balch	1 v.		

**STATISTICAL REPORT OF THE DULUTH PUBLIC LIBRARY FOR THE
YEAR ENDING DEC. 31, 1904.**

BOOK ACCOUNT.

Additions.

Number of books in library at beginning of fiscal year.	37,989
Number added by purchase	3,760
Gift	146
Binding	300
Total additions for fiscal year	4,206

Withdrawals.

Number of books condemned	526
(Books worn out, destroyed on account of contagion, etc.)	
15 burned, 511 worn out.	
Books lost by borrowers	23
(Of this number 14 were paid for.)	
Books missing	109
Total withdrawals for fiscal year	658
Number of volumes in the library	41,537

CLASSIFIED LIST OF BOOKS.

CLASSES	ADDITIONS			Total Number In Library		
	Circulating Department		Reference	Circulating Department		Reference
	Adults	Child'n		Adults	Child'n	
General works	14	3	466	88	9	4072
Philosophy	60			672	5	10
Religion	85	5	1	1391	32	64
Sociology	120	3	7	1812	57	161
Language	11		11	115		68
Natural science	66	20	13	1725	243	139
Useful arts	92	1	14	1074	52	82
Fine arts	145	5	5	1134	55	143
Literature	387	132	26	3704	410	447
Travel	119	24	5	1303	284	217
History	298	16	16	3727	236	1799
Biography	254	15	4	3545	171	205
Fiction	1351	412		6726	1954	24
U. S. and State documents.						3582
Total	3002	636	568	27016	3508	11013

4206. Total number 41537.

Pamphlets.

Number in the library at beginning of fiscal year	1412
Number added by gift	718
Total number of pamphlets in the library	1430

Binding.

Volumes of periodicals bound	300
Number of books rebound	872

Circulation Statistics.

CLASSES	From Main Library		Through Schools	From Branches and Stations	Total
	Adults	Child'n	Total	Total	
General works	3078	296	144		3374
Philosophy	1093	31	118		1124
Religion	1137	181	167		1318
Sociology	1901	580	379		2481
Language	197	5	63		265
Natural science	1646	1332	395		2978
Useful arts	1715	154	74		1869
Fine arts	1815	359	176		2174
Literature	4622	2808	851		7430
Travel	2016	820	305		2836
History	3461	1217	640		4678
Biography	2513	692	281		3205
Fiction	65447	25768	1219		91215
Total	90641	34243	*4812	**6563	131447

*Included in main adult.

**West Duluth.

Number of days library has been open for circulation	307
Average daily circulation	407
Largest daily circulation	1096
Smallest daily circulation	203
Average weekly circulation	2402
Increase in circulation of books for adults	8238
In what class is the gain largest? Religion, gain of.....	272
Increase in circulation of children's books	6097
Percentage of children's books circulated	27
Percentage of fiction circulated	73
Number of volumes in the renting collection of duplicates.....	171
Income from the collection	\$204.35
Do readers approve of the plan? Yes.	

Registration of Borrowers.

Number of borrower's cards in force at date of last report	12432
Number of cards issued during fiscal year	2236
Total number of cards in force at date	14668
Number of cards held by country people, not kept.	

Number of readers holding two cards or special non-fiction cards, not kept.

For how long a period cards issued? 5 years.

Reference Department.

Is there a separate reference room? Yes.
 Approximate number of students, not kept.
 Number of reference lists made? Many.
 Number of exhibits held? Art club.
 How have bulletins and exhibits influenced the reading? Increased.
 Has there been any noticeable increase in circulation when books of a certain class have been advertised? Yes.
 Has the library been systematically advertised in the local papers? Yes.
 What has been done in the way of systematic instruction in the use of the library? Lectures to apprentices.
 What systematic work has been done for clubs and debating societies? Lists of books published and books and periodicals reserved on tables in reference room, lists compiled from year books of clubs.
 Number of clubs having programs on file in the library and regular bulletin space 5
 Number of volumes and pamphlets in local history collection? 1941
 American collection including local history.

Reading Room.

Number of week days open 313
 Number of hours per day? From 9 a. m. to 9 p. m., holidays 2 to 9 p. m.
 Average daily attendance? Not kept.
 Number of Sundays open 51
 Number of Sunday readers? Not kept.
 Number of periodicals subscribed for? 163 magazines, 30 newspapers.
 Number of periodicals given? 14 magazines, 10 papers.
 Has reading room been open on legal holidays? All except July 4 and December 25.
 Average holiday attendance? Not kept.

Work With Schools.

Number of classes which have visited the library? Many.
 Number of books circulated through the schools? Not kept.
 Number of books issued on teacher's cards 4812
 Number of books allowed to each teacher 20

FINANCE.**Receipts.**

City appropriation \$14,139.22
 Fines 269.04
 Total receipts \$14,046.81, taxes and \$269.04 fines, ... 14,315.85

Expenditures.

Heat \$441.93
 Janitor service 990.80
 Salaries 4,481.90
 Repair and improvements 319.76
 Furniture and fixtures 708.22
 Printing 53.50
 Stationery and catalog supplies 158.26
 Postage (express included in books) 48.93
 Books 3,824.65
 Periodicals 729.95
 Binding 510.51
 Miscellaneous 281.47
 Special, Bethel \$112.40 West Duluth 690.84
 (Specify usual items of large amount.)

Names of Directors.

(Mark with an asterisk names of those whose terms expire at the date of this report.)

*R. C. Mitchell, President.	Rev. Harry White
F. D. Adams, V. P.	Dr. J. M. O. Tufty
D. G. Cash, secretary-protem	M. M. Clark
*Dr. S. M. Stocker.	*S. T. Harrison, resigned in
Dr. Chas. L. Coddling.	December, successor not appointed.

Summary Table.

Number of volumes in the library	41537
Total circulation during the fiscal year	131,447
Number of borrowers' cards in force	14,668
Total receipts for the fiscal year	\$14,315.85
Total expenditures for the fiscal year	13,352.82

LYDIA M. POIRIER, Librarian.

Date, Jan. 9, 1905.

I have carefully read this report and with the consent of the library board submit it to the Council and the Free Library Commission.

R. C. MITCHELL, President.
DANIEL G. CASH, Secretary.

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FOURTEENTH ANNUAL REPORT

—OF THE—

Public Library Board

OF DULUTH, MINN.,

FOR THE FISCAL YEAR ENDING

DECEMBER 31st, 1903.

**J. L. THWING,
DULUTH, MINNESOTA.
1904.**

Report of the Public Library.

To the Honorable, the Mayor, and City Council, City of Duluth:

Gentlemen—The Board of Directors of the Public Library are pleased to submit for your consideration the fourteenth annual report of this branch of the public service, inviting your attention particularly to the rapid yearly increase in the circulation of books. Increased circulation means increased patronage, and increased patronage a growing desire on the part of the public at large for the better influences which go to make any community a better and more desirable one in which to live. Thus the use of books during the past year shows an increase over the year previous, by nearly 25 per cent. This rate of increase necessarily means a certain yearly increase in expenditure. We have gotten along, with your hearty co-operation, very nicely thus far. You have placed at our disposal all the means which the unelastic state law permits, and we trust that through increased valuation by the city's growth and prosperity, her public library may continue to grow and to increase in usefulness.

During the past year we have purchased all the new books from month to month that our resources would permit, and our only regret has been that we could not have purchased more; and we beg leave to say that if the library is to keep abreast of the growth and development of the city in other respects, and if it would be kept up-to-date as a library, it will be essentially necessary that the library fund be increased. It is very much to be regretted that the bill which was recommended both by the city council and the library board, giving the city council authority, whenever it deemed it necessary, to make such additional levy from year to year, and which was

sent to our last legislature, was so amended as to be of no use to this city; and it is to be hoped that at the next session of the legislature that project may be more successful.

We consider ourselves very fortunate in the excellent head of the library, and an able corps of assistants.

You will notice in the detailed account of the librarian, that considerable effort is made to make our building an inviting center; a treasure house open to all comers, where through the literary societies, artistic gatherings, lectures, exhibitions of various kinds, and special work devoted to children, there works a tireless upbuilding of the things hoped for, and for which money does not pay.

The absolute fairness and impartiality with which the public is served is manifest in the absence of all complaint.

The courtesy of the comptroller, city treasurer and all officials with whom the management comes in contact, is gladly and gratefully acknowledged, for they have shown more than a perfunctory, official interest, and you may be assured that in so far as your own wishes are known they will be faithfully carried out, and your personal and frequent inspection of our work would only put us under further obligations to you.

The report of the librarian herewith submitted, is so accurate, concise and full, that little can be said additional. You will notice that the percentage of fiction circulated is 71, which is very low, and speaks much for the intellectual status of your city.

The children seem to appreciate fully the advantages afforded to them by their especial quarters which are made as inviting for them as possible, and is a useful accessory to their school privileges.

Thanking you for your many kindnesses in the past and asking your continued co-operation with us in building up Duluth's Public Library and increasing its usefulness, we offer you herewith our statistical report for the year just closed.

Respectfully submitted,

R. C. MITCHELL,
President Library Board.

Librarian's Report.

Board of Directors, Duluth Public Library:

Gentlemen—Herewith is submitted the fourteenth annual report of the condition and work of the Duluth Library for the fiscal year ending December 31, 1903.

GROWTH OF THE LIBRARY.

On Jan. 1, 1903, the library contained 36,057 books, and there were 10,622 readers to whom were circulated 95,809 books during the year.

Today the library contains 37,989 books; the number of readers enrolled is 12,567; and there were circulated to the homes during the past year 117,630 volumes. The increase of circulation over 1902 is somewhat larger than it would naturally have been, owing to the fact that during that year the library was closed for circulation for two months.

The Reference use of the library is constantly increasing.

More reading lists have been prepared for club and high school work than ever before. Many posters have called the attention of the public to holidays, literary men and women, and events of the hour. Among these were three posters loaned by the New York Library School.

The club room is used by eight clubs at intervals. In December the D. A. R. held a china sale for the benefit of the window they propose to donate to the library; and the Peace Commission and Audubon Society both met and organized in the room.

Three exhibits held during the year, one of baskets, one of arts and crafts, and one of bookbindings were most successful and brought many strangers to the building.

Twenty-five posters, and many reading lists have been made, and posted on the bulletin boards.

CATALOGING DEPARTMENT.

During the year 2,959 bound volumes, and sixty-nine pamphlets have been accessioned and catalogued. Of these 2,212 were for the adult circulating department, 256 for the children's room, and 560 reference works. The largest number of additions was in fiction, 879; the next, history, 457. Three hundred and fifty six government and state documents have been catalogued during the year without being accessioned, and 150 cards issued by the Agricultural department at Washington, have been marked and entered in catalogue.

During the fall the work of revising the card catalogue was begun, and in such spare time as has been found about 575 cards have been made new or revised. This work will be continued during the year whenever there is time for it. Type-written bulletins of the new books are made monthly or oftener, and are posted in the library; these are also printed through the courtesy of the daily papers. The card catalogue is kept up to date, all cards for new additions to the library being entered each month. The printed cards we receive from the Library of Congress are very satisfactory for most classes of books, and supply full and reliable information, while they are a saving in labor, and we think in money.

STAFF.

A class of from two to four apprentices have given two mornings a week for the past six months to the library, in exchange for their services they are given instruction in cataloging, classifying, etc., with lectures on libraries, bibliography, etc.

No civil service examination was held during 1903. The resignation of one member of the staff in November, necessitated a temporary arrangement which received the approval of your civil service board. The usual examinations will be held in May. The entire staff deserve commendation for the faithful and efficient performance of their duties.

JUVENILE DEPARTMENT.

The growth of the juvenile department of the library is

also encouraging. The children still read a good deal of fiction, but it is of a higher class than last year, and is supplemented by books of a more serious character. A large per cent of the books circulated were mythologies, histories, nature books, travel and biography. We have noticed a remarkable difference in the treatment of the library books. Although there is still room for improvement, most of the children are making an effort to help keep the books in good condition.

Talks are given on the "Care of books" at the story hour Saturday morning, and last spring a few informal lectures were given to the older boys and girls. The improved condition is partly due to these talks, and partly to the suggestions given to the children at the desk while their books are being charged.

The catalogue for the juvenile department is practically finished, although much more may be done to increase its usefulness by the insertion of analyticals. Subject headings have been chosen with great care, and with special reference to the children's questions.

Posters chronicling things of interest to boys and girls, and celebrating various fetes and birthdays, have proved very useful in drawing the attention of the children to books they would otherwise have overlooked.

The books for the younger children have been separated and shelved by themselves. This has been a great advantage in every way, for in the rush period after four o'clock and on Saturdays it was impossible to give the little ones the attention they needed in selecting suitable books from the regular shelves. Picture books and "easy books" are in great demand, for many of our new patrons are very young.

DUPLICATE RENTING COLLECTION.

The duplicate renting collection continues to be very popular, and the demands made upon it are much greater than we can supply. One hundred and seventy volumes have been circulated during the year, thus lessening the great demand in the main library, and as the books are transferred to the general shelves when they have paid for themselves, we feel that

the calls for popular books has never been so well satisfied as now.

We have also circulated, as three-day books, duplicate copies of *Century*, *Scribner*, *Harper*, *Harper's Bazar*, *Review of Reviews*, *Forum*, *North American Review*, *Atlantic*.

OVERDUE NOTICES.

Postal notices for delinquent books to the number of 1,669 have been mailed, and 65 notices have been sent to guarantors. Four thousand one hundred and forty-three books have been repaired at the library.

A few changes have been made in our periodical list, several serials dropped and others added. Among the additions may be mentioned *Keramic Magazine*, *Burr McIntosh Magazine*, *Craftsman*, *Pedagogical Seminary and Magazine of Art*.

The *Chicago American* has been dropped from the newspaper list, and the *Chicago Tribune* added.

The library was represented during the year at both national and state library meetings; Miss Selden and Miss Ensign attending the A. L. A. at Niagara in June, and your librarian attending the state association at Owatonna in October.

GIFTS.

The library has received 133 books as gifts during the year, besides large donations of government and state documents through our Congressman, Adam Bede, and Senator Clapp.

THE AMERICANA DEPARTMENT

Continues to grow in interest, 281 volumes have been added during the year, making a total of 1,813 in this department.

An annotated bibliography of books on the Minnesota iron district and the Lake Superior region has been prepared during the year, and is now ready for publication.

Some of the more notable accessions have been as follows:

- Bates, The drama. 20 vols. Ed. de luxe.
- Bradford, American antiquities. 1841.
- Brinkley, Japan. 11v. and portfolio of plates.
- Chastelleux, Marquis. Travels in North America. 2v. 1787.
- Flske, John. Complete historical works. 12v.
- Kalm. Travels in North America. 3v. 1770.
- Magazine of American History. 1877-1888.
- Oneota Town Records, 1859-1861. Original Mss. Gift of Judge Carey.
- Shea. Early voyages up and down the Mississippi.

PUBLIC LIBRARY.

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Sue, Eugene. Complete works. 14v. Ed. de luxe.
Thesaurus Dictionary of the English Language.
Wilson, W. History of the American People. 5v.
Antique gems. 12 Vols. Ed. de luxe.

Donors to Library.	Vols.	Donors to Library.	Vols.
Ames, Ward	17	Hale, G. W.	1
American Academy	1	Endicott, E.	1
American Book Co.	1	Ely, R.	2
Adams, R. C.	1	Lewis, R. T.	2
Boston, City of	1	McClurg, A. C.	1
Bostwick, Col.	11	Mulliken, F. G.	2
Burrows, Miss M. J.	3	Powell, J. W., Jr.	1
Cheney, J. V.	1	R. I. Hist. Soc.	1
Carey, J. R.	1	Nat. Sound Money League.....	1
Codding, Dr. C. L.	12	Putnam Bros.	1
Collins, J.	1	Scott, W. D.	1
Chicago, Milwaukee & St. Paul... 1		Stocker, Dr. S. M.	18
Crawford, J. A.	8	Sherrill, J. S.	1
Erllich, F.	1	Woodbridge, Mrs. W. S.	10
Farnsworth Co.	1	State of Wisconsin	5
Houghton, Mifflin	1	State of N. Y.	11
Hillyer, Dr.	6		

Respectfully submitted,

LYDIA M. POIRIER.

STATISTICAL REPORT OF THE DULUTH PUBLIC LIBRARY FOR THE
YEAR ENDING DEC. 31, 1903.

BOOK ACCOUNT.

Additions—	
Number of books in library at beginning of fiscal year.....	36,057
Number added by gift	133
Total additions for fiscal year	3,028
Withdrawals—	
Number of books condemned (62 burned).....	868
(Books worn out, destroyed on account of contagion, etc.)	
Number of books lost by borrowers	81
(Of this number 52 were paid for.)	
Number of books missing in stock of 1902.....	147
Number of books sold	None
Total withdrawals for fiscal year.....	1,096
Number of volumes in the library.....	37,989

CLASSIFIED LIST OF BOOKS.

Classes	Additions			Total No. in Library		
	Circulating Dept.		Refer- ence	Circulating Dept.		Refer- ence
	Adults	Child'n		Adults	Child'n	
General works	24		395	80	6	3,606
Philosophy	48		0	616	5	10
Religion	36		2	1,307	27	63
Sociology	121	6	13	1,705	54	154
Language	6	2	2	105	0	57
Natural science	81	3	3	1,668	223	126
Useful arts	67		28	992	51	68
Fine arts	99	1	0	993	50	138
Literature	247	42	51	3,363	278	421
Travel	59	4	22	1,194	260	212
History	427	15	15	3,261	220	1,783
Biography	314	1	15	3,477	156	201
Fiction	683	182	14	5,911	1,542	24
U. S. documents						8,582
State documents						
Bound periodicals						
German books						
French books						
	) included in general works.					
Total	2,212	256	560	24,672	2,872	10,445
Total			3,028			37,989

PAMPHLETS.

Number in library at beginning of fiscal year..... 1,343
 Number added by gift 69

Total number of pamphlets in the library..... 1,412

BINDING.

Volumes of periodicals bound 281
 Number of books rebound 638

CIRCULATION STATISTICS.

Classes	From Main Library		Through Schools	From Branches and Stations		Total	Percent- age
	Adults	Child'n		Adults	Child'n		
General works	3,120	324	148			3,043	
Philosophy	1,076	20	93			1,096	
Religion	865	123	66			988	
Sociology	1,881	568	330			2,449	
Language	169	5	43			174	
Natural science	1,609	1,152	409			2,761	
Useful arts	1,510	138	106			1,648	
Fine arts	1,631	353	119			1,984	
Literature	4,865	2,074	813			6,939	
Travel	1,881	836	293			2,717	
History	3,103	1,059	511			4,162	
Biography	3,063	634	282			3,697	
Fiction	57,630	20,861	1,522			78,491	
German books							
Current periodicals..	) Included in main.						
Total	82,403	28,146	4,735	7,081		117,630	

PUBLIC LIBRARY.

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Number of days library has been open for circulation..... 305
 Average daily circulation 385
 Largest daily circulation 809
 Smallest daily circulation 169
 Average weekly circulation 2,126
 Increase in circulation of books for adults.....21,821 .
 (Closed two months in 1902.)
 In which class is the gain largest. General Works.
 Increase in circulation of children's books. Had no department in 1902.
 Percentage of children's books circulated, 25 per cent. .
 Percentage of fiction circulated, 71 per cent.
 Number of volumes in the renting collection of duplicate
 during year 170
 Circulation from this collection. Not kept.
 Cost of the collection\$169.33
 Do readers approve of the plan. Yes. Entire amt. expended.

REGISTRATION OF BORROWERS.

Number of borrower's cards in force at date of last report....10,622
 Number of cards issued during fiscal year..... 1,945
 Total number of cards in force at date.....12,567
 Number of cards held by country people..... None
 Number of cards held by other non-residents..... None
 Number of readers holding two cards or special non-fiction
 cards. Not kept.
 For how long a period are cards issued. 5 years.

REFERENCE DEPARTMENT.

Is there a separate reference room? Yes. Table. 5 tables.
 Approximate number of students. Not kept.
 Number of reference lists made. 25 Posters. Many reading lists.
 Number of exhibits held, 3—Book-binding, Baskets, Arts and Crafts.
 Have bulletins and exhibits influenced the reading? Yes.
 Has there been any noticeable increase in circulation when books of
 a certain class have been advertised? Yes.
 Has the library been systematically advertised in the local papers? Yes,
 weekly
 What has been done in the way of systematic instruction in the use of
 the library? Talks to children and lectures to apprentices.
 What systematic work has been done for clubs and debating societies?
 Lists whenever asked for or thought necessary.
 Number of clubs having programs on file in the library and regular
 bulletin space, 6.
 Number of special class lists published during the year. None.
 Number of volumes and pamphlets in local history collection. 209
 bound, 199 pamphlets. Also newspaper scrap book on local history.

READING ROOM.

Number of week days open, 311. Number of hours per day, 12. Holi-
 days, 7.
 Average daily attendance. Not recorded.
 Number of Sundays open, 52.
 Number of Sunday readers. Not recorded.
 Number of periodicals subscribed for, 148.
 Number of periodicals given, 12.
 Has reading room been open on legal holidays? Yes, except July 4 and
 Dec. 25.
 Average holiday attendance. Not kept.
 Cost of Sunday service, Janitor and boy. Of holiday service, same.

WORK WITH SCHOOLS.

Number of classes which have visited the library. Many, record not
 kept.
 Number of books circulated through the schools. Included in teacher's
 report.
 Number of books in school duplicate collection. Have none.
 Number of books issued on teacher's cards, 4,735.
 Number of teacher's cards in force, 179. Number of books allowed to
 each teacher, 20.

ANNUAL REPORT OF

FINANCE.

Receipts—

City appropriation	\$12,500.00
Gifts	None
Special funds	None
Fines	244.51
Sale of finding lists	None
Fees from non-residents	None

Total receipts\$12,744.51

Expenditures—

Rent	None
Heat	552.82
Light	None
Janitor service	915.00
Salaries	4,961.40
Repairs and improvements, furniture and fixtures	668.51
Printing, stationery and catalog supplies	332.97
Postage and express	80.22
Books	3,092.13
Periodicals	577.37
Binding	589.58
Insurance	375.00
Miscellaneous	139.74
Special, West Duluth Branch	660.95

\$12,945.69

NAMES OF DIRECTORS.

(Mark with an asterisk names of those whose terms expire at the date of this report.)

R. C. Mitchell, President.	S. M. Stocker.
C. L. Coddington, Secretary.	J. M. Tufte.
*Giles Gilbert.	M. M. Clark.
*F. D. Adams.	S. T. Harrison.

*R. E. Denfeld.

SUMMARY TABLE.

Number of volumes in the library	37,989
Total circulation during the fiscal year	117,630
Number of borrowers' cards in force	12,567
Total receipts for the fiscal year	\$12,744.51
Total expenditure for the fiscal year	12,945.69

I have carefully read this report and with the consent of the Library Board submit it to the Council and to the Free Library Commission.

R. C. MITCHELL,
President.
CHAS. L. CODDINGTON,
Secretary.

ANNUAL REPORT
—OF—
THE PUBLIC LIBRARY,
City of Duluth, Minnesota,
For the Year 1902.

*Left
Duluth Public Library
4/11/33*

Report of the Public Library.

Duluth, Minn., January 1, 1903.

To the Honorable, the Mayor, and the Common Council of the City of Duluth.

Gentlemen: The Directors of the Duluth Public Library herewith submit the thirteenth annual report of this institution, including that of the Librarian, and also some comments upon the work of the year past, together with some recommendations for the improvement of this department of the city government.

The accompanying report of the librarian, to which attention is called, as to the condition and work of the Public Library for the year ending December 31st, 1902, is so full and complete that we deem it unnecessary to go over the same ground to any considerable extent in our own report.

All who wish to learn of the details of the work that the library has accomplished during the past year will doubtless find in the Librarian's report all the information which they desire.

Perhaps the first matter to which we should here allude would be to congratulate your honorable body and the citizens of Duluth generally over the fact that since our last annual report, the Library has been removed to, and now occupies, the beautiful and commodious library building erected for the city by that distinguished, generous and philanthropic American citizen, Mr. Andrew Carnegie, at a cost of \$75,000. We have no hesitation in saying that the people of Duluth will never cease to feel sincerely grateful to Mr. Carnegie for this generous and most timely gift.

We might not in passing that the corner stone of the Library building was laid on July 4th, 1901, with ceremonies befitting the inauguration of so important a work, and the completed building, with all the books in place, was formally opened to the public with appropriate ceremonies, in the presence of a large audience of visitors on the 20th day of April, 1902, short addresses being made on that occasion by his honor, Mayor T. W. Hugo, Judge J. D. Ensign, Prof. R. E. Denfeld and the architect of the building, Mr. A. F. Rudolph, while an appropriate musical program was rendered by Flaatan's orchestra and Miss Anna Farrell.

And now, that the Library has been duly installed in its new and permanent home, we deem it proper to say that, in our judgment, Duluth has good cause to feel proud of this new library. It is a building whose architectural beauty, both exterior and interior, is universally admired, and in our opinion, no other city in the country of this size, has a better planned library building or one more conveniently arranged for carrying on library work. Of course, as the city grows, more library room will be needed, but this building will answer the purpose of the city for several years to come.

The duty now devolves upon us to keep the library up, by the purchase of new books from month to month and from year to year, to the standard required by the reasonable demands of the public.

In connection with the construction of our new building it should here be explained that the furnishing and equipping of the building for occupancy, has unavoidably made a considerable drain upon the general library fund for the last year. Your board have felt that they were legislating not merely for the present but for the coming generation, and hence in the erection of a library building, they felt it desirable and necessary to secure as large and commodious a one as possible. They felt, therefore, that good faith to Mr. Carnegie, as well as the public interest, required that his gift be expended in the construction of the library building proper and that the cost of furnishing the building, putting in electric lights and all

other incidentals should be borne by the city, and so, contracts were let accordingly.

The result has been that since the commencement of the work the library has been compelled to pay out of the general fund, money which otherwise would have been expended in the purchase of books and in meeting current expenses, the following sums and for the following purposes:

Advertising for plans, contractors bids, etc., required by law	\$ 52.25
Insurance on building in process of construction.....	210.00
Fuel during construction	334.38
Grading and sodding the grounds.....	212.48
A. F. Rudolph, extra services as architect	114.60
Pearson & Faucett, contractors, extra.....	500.00
Sundry necessary building items	253.66
Furniture and shelving	1,509.73
Cost of moving and opening up building.....	196.77
Electric lighting	321.79
Total	\$3,705.66

It is to be regretted, of course, that we could not have had this sum with which to make much-needed additions to our stock of books and to meet our current running expenses, but we feel that this money has all been judiciously expended, and it is pleasant to reflect that it has gone into permanent improvements and that during the coming year we shall have no such expenses to meet. Still, we would call the attention of your honorable body and of our public-spirited citizens generally to the fact that with the occupancy of our spacious new building, our running expenses will necessarily be perceptibly increased. Indeed, it is unreasonable to expect that, as the library grows and expands and as more employes become absolutely necessary, our current expenses will be no more than when in the our old, cramped-up quarters. The truth is, that if we keep the library up to the standard that the public will expect, now that the city has a most creditable library building of its own, it will be simply impossible for us to do so with the present half-mill tax levy for library purposes. As above stated, the board felt justified since the commencement of the Library building in paying out of the general library fund something more than \$3,700 for the purpose of furnishing and otherwise equipping the new building, but it

will be the purpose of the board in the future to limit its expenditures to its resources, be they what they may, and the number of books purchased will depend upon the size of the fund placed at our disposal for that purpose. Our current or operating expenses cannot possibly be reduced. To carry on the library properly, we must have competent employes and we must pay them fair wages, or we cannot retain them. Neither can we economize much in the matter of fuel as the building must be kept comfortable for the library's patrons. The only way in which it is possible to cut down expenses is to curtail the number of books purchased; but it is certainly to be hoped that such curtailment in this respect will not be necessary as to impair the efficiency of the library. Since Mr. Carnegie has made a present to Duluth of a \$75,000 library building, we have too good an opinion of the public spirited citizens of Duluth to believe that they will be unwilling to make the very slight—indeed the almost infinitesimal—increase to their taxes that will be necessary to keep their public library up to the standard to which they all wish to see it kept. Under our city charter, the city council is only authorized to levy a talf of half a mill on the dollar for library purposes. That body, realizing the importance to our growing and ambitious city of a Public Library which shall be in keeping with our growth and development in other respects, has very properly gone to the limit and levied all the tax that the charter permitted it to levy; but that, on our present valuation, only produces a library fund of \$13,250, considerably more than one-half of which, even by the most careful economy, has to be expended in operating expenses, thus leaving us but a limited amount of money with which to make much-needed additions to our stock of books. We feel justified, therefore, in earnestly asking your honorable body to join with us in asking our senators and representatives in the legislature to secure, if possible, the passage of a law authorizing city councils in cities of more than 50,000 inhabitants, to levy a tax not exceeding three-fourths of a mill for library purposes, when, in their judgment, an increase of the half mill tax may be necessary.

An increase of our library tax to three-fourths of a mill on the dollar would give us an increase of \$6,625 to our present fund, and with this we could get along in good shape. Even an increase of the tax to five-eighths of a mill would be a very great help; and as more than one-half of the city tax is paid by our non-resident property owners, it would seem that a tax of three-fourths of a mill could not be considered as a burden to our 70,000 people, as that increase, if divided amongst them per capita, would not exceed five cents each.

It seems to the board that if the council had the authority given to make a slight increase to our present tax levy, whenever it felt that the public interests demanded it, that body could be safely trusted from year to year to act judiciously and wisely about this matter; but if this authority is not secured at the present session of the legislature, it will be two years before it can be secured; so that, if it shall be thought best to move in regard to this matter at the present session of the legislature, it would be necessary to do so without delay.

As an evidence of the kindly good will which it is believed that many public spirited citizens cherish towards our Public Library, we desire to note the fact that our public spirited and generous fellow townsman, Mr. Ward Ames, the well known board of trade man, has presented the library with a large, elegant and costly paintings—one of the most costly paintings, by the way, ever brought to the city—and that it now occupies a conspicuous position in our spacious art room, which room it is hoped will in years to come be a valuable adjunct to the library proper. Mr. Ames certainly deserves the thanks of all the people of Duluth for his generous gift, and he has set an example to other citizens of Duluth, which it is hoped that many of them will see their way clear to follow. Especially is it believed that in many of the large private libraries of the city, are many volumes of really valuable books for which the owners have no further use, but which would be of much benefit to the constantly increasing number of our library patrons. Your committee desires it to be understood

that all such books will be thankfully received and due acknowledgement made to the donors.

We would state the largely increased attendance at the reading room and the increased patronage of the library since moving into our new quarters gives us, as we believe, good ground, for confidently believing that in the years to come, our library will indeed be a highly prized institution by all classes of citizens. We are especially gratified at the success that has attended the board's recent "new departure" in opening up in one of our largest and most cheerful rooms, a juvenile department, in charge of a trained assistant, who is an enthusiastic in her work and who is proving of the greatest service to the children and youth, by selecting for them, according to their individual capacities, such books as she deems it most profitable for them to read, instead of allowing them to select at random those books, which in appearance might happen to strike their fancy.

In this connection, the board desires to bear witness to the competency and efficiency of the library employes, and to the zeal that they all display in their respective lines of duty.

In conclusion, we desire to thank your honorable body for the generous assistance that it has rendered this board in fitting up the city's new library building, and we sincerely hope that in the years to come, we shall continue to have your co-operation in our efforts to keep the library up to the highest possible standard of efficiency.

Respectfully,

R. C. MITCHELL,
President Public Library Board.

Secretary's Address.

Board of Directors:

Gentlemen—I have the honor to present the Thirteenth Annual report of the condition and work of the Duluth Public Library for the year ending December 31, 1902.

The Library year of 1902 might be well divided into two distinct parts; the first in our old quarters, which we closed on April 1st, and the second in our new building, from May 1st to January.

The report of the first half is practically that of preceding years. The library was crowded into small, poorly ventilated rooms, always over-crowded and the opening of the new building was looked forward to with eager anticipation.

We moved in six days, and what had at first appeared a very alarming undertaking proved in reality a most simple procedure. The library was ready to open its doors on April 8th, but the architect refused to be hurried, and a protracted period of waiting ensued, which was summarily ended by the Board of Directors on April 19th, and on the 20th the doors were opened and the public swarmed in to inspect the new building.

With ample room, we find ourselves able to do more satisfactory work in many lines, notably the childrens' department, in reference work with the clubs and classes which make use of the art room for meetings, and in work with the schools.

In May the first civil service examination of applicants for library positions was held. Seven young ladies applied, and the two with highest standings were added to the library staff. Miss Katherine Ensign, a graduate from the Chicago Library school, and Miss Ely, who for six months had been an appren-

tice in the library. No other changes have been made in the staff during the year, and to the assistants is due much credit for the faithful discharge of their duty, and assistance in the forward movement of the library.

During the month of August the library undertook the rearrangement of the High School library, completing the catalogue and preparing for use the 2,500 volumes it contains.

The circulation department has been opened 287 days, it was closed twenty days while moving, and on Sundays and holidays.

The total number of books issued from the central library was 95,809, of which 20,580 were from the juvenile department, and 3,655 on teacher's special cards. (For classes of circulation see tables appended.) The average daily circulation was 334, the greatest number any day 797, on November 16; the least, 164, on March 26; the greatest number any month, 9,965, in December, and least, 7,344, in February. Of books issued 72 per cent was fiction. One thousand and three hundred and forty-four overdue notices were sent.

The practice of buying extra copies of the popular books for which there is a large demand, and renting them for 5 cents a week has seemed satisfactory to patrons and is continued. From two to six extra copies of a book are thus purchased for which \$124.44 has been expended, all of which has come from this source. Two thousand and one hundred and eighty-five new cards have been issued, making 10,622 users enrolled.

REFERENCE AND READING ROOM.

This department has been opened 341 days, besides the time closed while moving, it was closed January 1, July 4 and Christmas. No record of attendance can be closely kept, as many persons come in for a hurried consultation of one or many books to whom any form of registering their wants would be a hinderance. The whole number of books in the reference library is 9,074, of which 1,165 are in the Americana collection and 3,404 are government, state and city documents.

In the reference room books are reserved for the Literature class, Art class, Outlook club and High School classes, while lists of books have also been made for some of these, posters and bulletins of Bret Harte, Frank Stockton and the various holiday anniversaries have been made.

An exhibit by the Art club was held in the Art room in October and an exhibit of book plates which created much interest in the main library in December.

The reading room tables are supplied with 101 magazines and 39 weeklies, of which 7 are donated; of newspapers 19 are dailies and 20 are weeklies; 10 of these are donated.

CATALOGING DEPARTMENT.

Three thousand and three hundred and sixty-five books have been accessioned and catalogued during the year; for many of these printed cards have been purchased from the library of Congress, thus facilitating the work; 405 city and government documents have been catalogued, but not accessioned; 890 cards issued by the government for public documents of the Agricultural Department have been marked and entered in the catalog; 325 cards published by the A. L. A. for the John Hopkins University studies have been entered, and about 1,000 cards for the Warner Library, thus greatly increasing the usefulness of these collections.

Subject headings have been added to cards already in the catalogs, and the subject, author and title cards have been arranged in one alphabetical whole, thus making a straight dictionary catalog by which one can find what is in the library either by looking for the author, the subject, or the title. The shelf list, begun last year, is now complete; type written bulletins of the new books are posted each month in the library and are published in the daily papers, by courtesy of the editors.

Regular instruction in cataloguing and in reference work has been given the assistants during the fall.

For classes of books added during the year see tables appended.

Our most popular department is the children's room. It is on the ground floor, to the left of the entrance, so children are not permitted to interfere with the adults, as in the past.

It has proved so attractive with its dado of Noah's Ark animals, its poster decorations, its windows filled with plants and its many table magazines, that the children have come to us in overwhelming numbers. The room is open daily from 2 to 6 p. m., and during the vacation from 9 a. m. to 6 p. m. The tables are supplied with 25 magazines, picture books, made by a little East End Boys club, and a very attractive bulletin board is constantly calling attention to holiday lists and books of reference. There are about 2,800 books on the shelves, and since May 1st, 20,580 books have been issued for home use, which indicates that our most pressing need at present is for more children's books. A general improvement in the care of the juvenile books is one of the most pleasing features to be reported.

A Maxon Bookmark, furnished by the courtesy of the Century Co., is placed in each volume as it leaves the library and is found most beneficial.

Binding.—290 magazines have been bound, 585 books have been rebound and 8 volumes of newspapers have been added to the shelves.

Branches.—West Duluth branch has been opened 305 days. Total attendance amounted to 15,177, an average attendance of 50 daily. The circulation amounted to 5,548 books, a daily average of 18 books; 11 magazines are taken for this branch, with 5 daily papers and 2 two weeklies.

The West End branch was discontinued in April. During the 73 days this room was opened the attendance was 4,087, a daily average of 56 persons; the circulation amounted to 2,234, a daily average of 30 books.

The supplies for the Bethel and the Bethel branch were discontinued in January. Numbers of old magazines have been sent to these reading rooms.

The results of the past eight months make us most hopeful for the coming year. The hearty appreciation of the citizens of Duluth has been very gratifying and the continued interest

and thoughtful consideration of the Board of Directors have made present conditions possible.

Respectfully submitted,

LYDIA M. POIRIER.

SUMMARY.

Books in library January 1, 1902.....	32,321
Books added during year	3,373
	<u>35,694</u>
Books withdrawn	578
Books in library January 1, 1903.....	35,116

Of those withdrawn:

Worn out	509
Lost and paid for	30
Lost, not paid for	5
Burned, not paid for	23
Lost at binders	5
Error in charging	6
	<u>578</u>

Books missing from shelves at time of taking stock, 177; this is an unusually large number, but covers two years, as no inventory of the books was taken during 1901. These are not withdrawn from the catalog as many of them will doubtless re-appear during the year.

CIRCULATION.

Subject	Total	Teachers	TOTAL NO. OF BOOKS IN LIBRARY	
Gen. Works	2539	177	Gen. Works	3544
Philosophy	918	64	Philosophy	598
Religion	960	54	Religion	1472
Sociology	1880	305	Sociology	3956
Philology	100	24	Philology	159
Science	2573	324	Science	2281
Useful Arts	1427	69	Useful Arts	1265
Fine Arts	1482	125	Fine Arts	991
Literature	597	97	Miscellaneous Literature	496
Poetry	1628	250	Literature	905
Drama	754	59	Poetry	885
Fiction	69322	863	Drama	538
Essay	575	46	Fiction	7348
Oratory	40	4	Essays	389
Letters	73	1	Oratory	131
Satire	777	16	Letters	142
Miscellaneous	1296	169	Satire	113
Travel	2196	229	Travel	1593
Biography	2940	263	Biography	3660
History	3734	514	History	4649
Total	95809	3655	Total	35116

ADDITIONS.

Gen. Works	413	Literature, all.....	417
Philosophy	23	Fiction	928
Religion	53	Travel	136
Sociology	119	Biography	393
Philology	7	History	502
Science	123		
Useful Arts	130	Total	3365
Fine Arts	121		

GIFTS.

	Vol.	Pam.		Vol.	Pam.
Lauer, publisher.....	1		State of Missouri.....	1	
Woodbridge, Mrs. S.....	4		Deering Harvester Co.....	1	
Pulford, Mrs. F.....	1		City of Boston.....	6	
Poirier, L. M.....	2		City of Philadelphia.....	1	
Barton, W. E.....	1		State of Michigan.....	3	
McGorrick, Bishop.....	1		Olcott, W. J.....		2
Sveven, G.....	1		Duluth High School.....		4
Educational Pub. A.soc'n.....	1		Stowell, W. H. H.....	26	
Jay, Wm.....	1		Ensign, Miss K.....	13	
Lubin, D.....	1		John Hopkins Univ'ty Press.....		4
Leffingwell.....		1	Aitkins, R.....		4
Pan-Am. Exposition.....		2	University of Minnesota.....	1	
Bostwick, Col.....	100		Avery, M.....	1	
West. Pub. Co.....			Womens' Clubs.....		2
Woman's Hospital, Duluth.....	0		Baldwin, Mrs. M. R.....	1	
Codding, Dr. O. L.....	3		Jennings, A.....	1	
Christian Science S. S.....	3		Balch, E. S.....	1	
Stocker, Dr. S. M.....	6		Lawson, T. W.....	1	
Union Lib. Association.....		2	Parsons.....	1	
Squier, A. K.....	2		Chamber of Commerce, Duluth.....		17
Beddle, M.....	1		Sewage Disposal Company, Milwaukee.....		1
Smyth.....		1			
Ch. & N. W. Ry.....		1			
Warner & Swasey.....	1				
Wis. Hls. Soc'y.....	1				
University of Cal.....	1				
Towle Mfg Co.....	1				
Stokely, Miss W.....	1				

Reports of City Officers of Duluth and Minneapolis. Reports of various libraries. U. S. and Canadian government documents.

BOOKS OF SPECIAL INTEREST ADDED DURING THE YEAR.

Confederate Statutes.	Southern Historical Society Papers, 27 vol.
Rooses, Max--Dutch Painters. 3 vol.	Hutchinson, Thos.--History of Mass. Bay Colony, 3 vol., 1765.
Publications of the Hayklyut Socy.. 7 vol.	Complete sets of Werner's Mag., 9. vol.
Parkman--complete works--Frontenac ed.	Putnam's Mag., 16 vol.
Lockwood--Colonial Furniture in Am.	
Harper's Encyclopedia of U. S. History, 10 vol.	

PERIODICALS.

Weeklies--Paid for.

Army and Navy Journal.
American Architect.
American Lumberman.
American Machinist.
Collier's Weekly.
Electrical World.
Engineering News.
Engineering Record.
Farmer.
Forest and Stream.
Gardening.
Great Round World.
Harper's Weekly.
Illustrated London News.
Independent.
Judge.
Leslie's Weekly.
Life.
Literary Digest.

Little's Living Age.
Little Chronicle.
Marine Review.
Musical Courier.
Nation.
Outlook.
Public Opinion.
Puck.
Punch.
Railway Age.
Saturday Evening Post.
Science.
Scientific American.
Scientific American Supplement.
Youth's Companion.

Weeklies--Donated.

Christian Register.
Cumulative Index.
Dun's Review.
Patent Office Gazette.

PERIODICALS.—Continued.

Monthlies—Paid for.

American Academy
 American Boy
 American Catholic Quarterly Review
 American Engineer
 American Geologist
 American Historical Magazine
 American Historical Review
 American Journal of Sociology
 American Monthly Magazine
 American Naturalist
 Arena
 Art Amateur
 Art. Interchange
 Atlantic Monthly
 Babyhood
 Biblical World
 Bird-lore
 Birds and Nature
 Blackwood's Magazine
 Book-buyer
 Book-lover
 Bookman
 Brush and Pencil
 Carpentry and Building
 Cassel's Little Folks
 Catholic World
 Century
 Chautauquan
 Child-Garden.
 Contemporary Review
 Cosmopolitan
 Country Life
 Courant
 Current History
 Dial
 Donahoe's Magazine
 Electric
 Edinburg Review
 Education
 Educational Review
 Engineering Magazine
 Etude
 Fortnightly Review
 Forum
 Good Housekeeping
 Good Roads
 Harper's Bazar
 Harper's Monthly
 House Beautiful
 Inland Printer
 International Quarterly
 Iron Age
 Journal of Geology
 Journal of Political Economy
 Keith's Home Builder
 Kindergarten Magazine
 Ladies' Home Journal
 Library Journal
 Lippincott's Magazine
 Literary World
 McClure's Magazine
 Mind
 Missionary Review
 Munsey
 Municipal Journal
 Music
 National Geographic Magazine
 New England Magazine
 New Illustrated Magazine
 Nineteenth Century

North American Review
 N. A. Notes and Queries
 Northwest Magazine
 Out West
 Outing
 Overland Magazine
 Pedagogical Seminary
 Perry Magazine
 Phillistine
 Photo-Miniature
 Photo-Times
 Political Science Quarterly
 Popular Astronomy
 Popular Science Monthly
 Public Libraries
 Quarterly Review
 Recreation
 Review of Reviews
 St. Nicholas
 School and Home Education
 School Review
 Scribner's Magazine
 Strand
 Studio
 Table Talk
 Werner's Magazine
 World's Work

Monthlies—Donated.

Christian Science Journal
 Home and Flowers
 Pluck

Newspapers—Daily.

Chicago American
 Chicago Record-Herald
 Chicago Inter-Ocean
 Duluth News-Tribune
 Duluth Evening Herald
 Minneapolis Tribune
 Minneapolis Times
 New York Sun
 St. Paul Pioneer Press
 Superior Evening Telegram

Newspapers—Weekly.

Atlanta Constitution.
 Boston Transcript
 Buffalo Express
 Cincinnati Enquirer
 Cleveland Plaindealer
 Connecticut Courant
 Clarion-Citizen, Superior
 Duluth Posten
 Irish World
 Louisville Courier-Journal
 N. Y. Evening Post
 Philadelphia Press
 Minnesota Stads Tidning
 Norbesterns Handelstiding
 Perth Amboy Folke
 Skandinavien
 Svenska Amerikanska Posten
 San Francisco Chronicle
 St. Louis Globe Democrat
 Ugebladet
 Virginian
 Detroit Free Press
 Eveleth Mining News
 The Tribunal

ANNUAL REPORT OF

EXPENDITURES.

Salaries	\$ 5108 60	Americana (paid by city).....	44 94
Rent.....	474 99	West End.....	227 75
Current Expenses.....	1380 58	West Duluth.....	752 97
Supplies	375 88	Art Fund	24 52
Reading Room	968 00	Building and grounds	9073 79
Binding.....	678 05		
Books.....	3064 11	Total.....	\$10178 21

ANNUAL REPORT

— OF THE —

Public Library Board

OF DULUTH, MINN.

FOR THE FISCAL YEAR ENDING

DECEMBER 31st, 1900.

DULUTH, MINN.,
PEACHEY & LOUNSBERRY.
1901.

2 ft
Duluth Public Library
4/21/33

Report of Public Library Board.

Jan., 1901.

To the Honorable, The Mayor and Common Council of the City
of Duluth:

Gentlemen:—The Directors of the Duluth Public Library submit herewith the eleventh annual report, including the statistical report of the Librarian, together with suggestions and comments relative to the management of the Library; also recommendations for the improvement of this department of the city government.

The report of the Librarian treats of the several features of library activity during the year, showing where progress has been made, and furnishes data that will enable the Board to judge in what direction our development lies and what recommendations should be presented to you for consideration.

We are able to say that the reading public has made most excellent use of the library privileges, arguing a better appreciation of the facilities furnished and a greater willingness to avail themselves of such privileges. While there has been added to the Library a total of nearly 4,000 books during the year, and a withdrawal of some 300, because unfit for use, the sum total, nevertheless on the shelves is only about 31,000. This is a very small addition for the year, due to the fact that the amount at the disposal of the Board for the purchase of books is rather limited, and of necessity must be, owing to the limitations of the State Library law.

The recommendations contained in the 10th annual report touching upon this matter we again call to your attention, urging some amendments, if possible, to the State Library law, through our representatives and senators in the Legislature. With the prospects now before us, so far as the new building is concerned, a greater sum of money will be required to properly fill the shelves of the new library with desirable reading matter, if we expect to meet the increasing demands.

The new quarters will, of necessity, attract a larger number of readers, and these must be furnished with reading matter.

With the increased expenditures required for the maintenance of the proposed building, a much smaller sum will remain for supplying additional volumes. The great desire of the Library Board is that such a sum shall be granted for library development as to enable the Board to make the central library not only one in name but one in fact, where the entire population of the city may find itself fully satisfied and privileged to get not only the latest and best works, but standard works upon all subjects of human thought.

Since our last report considerable activity has been manifested by the Board, much time and attention having been bestowed upon the consideration of plans. Early in the year, or soon after the receipt of Mr. Carnegie's letter, granting the munificent sum of \$50,000 for a library, steps were taken to advertise for competitive plans. As a result many plans were submitted, not only by Duluth architects, but by many residing in cities quite remote from Duluth. After spending considerable time in the examination of the plans, submitted by the several architects, the question arose as to whether the plans submitted could be built for the sum granted. This necessitated considerable delay. Finally, two plans, namely, those of Radcliffe & Willoughby and those of Mr. Rudolph, were selected as most satisfactory and coming the nearest to filling the conditions under which the Board found itself compelled to act. An examination of these two plans, however, led to the conclusion that those of Mr. Rudolph could not be built at as low a figure as those submitted by Radcliffe & Willoughby. This decision was arrived at after the advice and opinion of a practical builder; consequently, on March 15th, the following resolution was presented by the chairman of the Building Committee, signed by two members of that committee:

"Your Committee would therefore recommend that Radcliffe & Willoughby's plans be accepted on condition that a responsible bid can be secured for the erection of the building for less than \$50,000; and that the No. 1 front elevation be combined with the No. 2 interior plan with such modifications as the members of the Board may think advisable; that the architects be directed to prepare the specifications in accordance with these conditions; that the committee be authorized to advertise for bids.

Signed,

W. M. HUBBARD, Ch'n.
W. T. THOMPSON."

After some weeks spent upon the preparation of specifications, etc., the Committee on Buildings and Grounds, at the May meeting, reported progress, and asked for an extension of time, which was granted. At a special meeting held May 21st, one of the Directors having been informed that a larger sum might be obtained from Mr. Carnegie; also in view of the complications arising in reference to the bids and the apparent difficulty in securing bids according to the specifications, and within the sum of \$50,000, it was thought best to see what could be done in the matter of securing additional funds." Accordingly a resolution was introduced and carried, authorizing the President of the Board and Mr. Thompson to address a communication to Mr. Carnegie setting forth our difficulties, and asking for an increase in his gift for the new library. Conformable to this resolution, the following letter was forwarded to Mr. Carnegie, in care of the Oliver Mining Co., Pittsburg, Pa.:

(Copy of letter.)

Duluth, May 23rd, 1900.

Hon. Andrew Carnegie,

c-o Oliver Mining Co., Pittsburg, Pa.

Dear Sir:—It seems almost presumptuous in us to call attention at this time to the needs of the Duluth Public Library, since we are already indebted to you for the munificent offer of \$50,000. We feel, however, that it is due you to know the efforts that your generosity has inspired on the part of the Library Board, and the public in general; therefore, we desire to place before you the situation as it exists today.

The Board called for competitive plans, had specifications prepared, and secured bids upon the design and plans that seemed to come within the amount donated. These bids, however, were so high that it became necessary to cut out some of the more valuable features of the library and at the same time very materially reduce the size, thus making the building much smaller than our growing city seemed to demand.

The furnishings which we now use are old, unsightly and fire-inviting woodwork. All decorative features—skylights, plate-glass windows, tiling, etc., must be eliminated under present conditions.

The ladies of our city have tried to raise sufficient funds to complete a portion of the design for the little art collection which they with great pains have accumulated. This failure upon their part does not argue any lack of appreciation of the people here, but simply emphasizes the conditions which many vicissitudes have produced.

We have carefully canvassed the situation and feel that when the Library is erected it should at least be unnecessary to enlarge the same for several years. We have also been made aware of the fact that the city in buying the site at \$16,000 did so at the expense of funds appropriated for other purposes; and we fear that it will be a long time, indeed, before more than this amount can be secured for this avenue of public economy. The city's appropriation for library purposes is 4-10 of a mill of the general tax. We are promised an increase to 5-10 of a mill for the coming year. This is the limit allowed by the State law. That

you may know that the reading public is increasing, it is only necessary to state that the school population has increased from 8,000 to over 10,000 during the past year.

To make the library of the greatest service in the educational work of the city the Board granted to the teachers of the public school the privilege of drawing 20 books at a time, and allowed them to keep the books for a somewhat longer period than the average reader. This brings the public schools into closer contact with this great means of enlightenment, and enables the teachers to direct more intelligently the reading of the pupils, and, therefore, enhances the value of the public library.

With this in view, it was thought wise by the directors to provide a large children's room in our new home. This, however, has been impossible, with the contractions and limitations imposed. Perhaps it is true we have become unreasonably and greedy from being in the position, we hope, of him who hath; still the environments of our new site, with our elegant high school building, 400 feet away to the East; the Board of Trade building its right hand neighbor, and the State erecting a commodious and handsome Normal School in our midst, and this new library made possible by your great generosity, being in the very centre of all we hold best in our city, makes us feel that we would like to be worthy of our purpose and our patron. So with an eye steadfastly upon what we feel we must have in the way of a building, we have changed, modified and mutilated plans, till we have fallen amid the wrecks that we have created, coming to a temporary standstill.

That you may realize in detail what we feel would secure us a building in every way suited to our needs, we give the following statement:

Amt. required to meet plans prepared.....	\$60,000
Amt. for steel shelving.....	10,000
Amt. for Art Room.....	15,000
Amt. for Children's Room.....	5,000
Amt. for furnishings.....	5,000
Total	\$95,000

If we can trespass upon your generosity to this extent you may rest assured that our city will always hold in grateful remembrance one who has done so much for its enlightenment.

Yours very truly,

R. E. DENFELD,
President Duluth Pub. Library Bd.

Some months elapsed before any response was received to this letter; but on Sept. 10th, through the local representative of the Oliver Mining Company, Mr. Congdon, word was received that Mr. Carnegie would be pleased to add \$25,000 to his gift, thus making it possible for the Board to select the more expensive plans, which to a majority of the Board, appeared the more desirable and the more practical. Accordingly, the plans of Mr. Rudolph were adopted about Oct. 12th, since which time work has been progressing upon the completion of floor plans, etc., and the preparation of the specifications. Several meetings were held, specifications carefully

read, suggestions made, and incorporated; and finally bids were called for on the plans and specifications as presented to the Board at the January meeting, 1901, with a fair prospect of securing bids that will come within the sum at the disposal of the Board, namely, \$75,000.

To go back to other work of the Board, it is necessary to say that the annual election of the Board occurred on May 7th, according to the law governing the Library Board, at which time the following officers were chosen for the year: R. E. Denfeld, President; R. C. Mitchell, Vice-President; C. L. Codding, Secretary.

At this same meeting a communication was read from the city council, asking that the West End Branch be continued. It is no more than fair to the Directors of the Library Board to state that there is no disposition, nor has there ever been any disposition on the part of the Board to restrict the library privileges to any particular section of the city. All, however, recognize the necessity of strengthening the central library as much as possible. And the feeling is quite general that with our limited means proper attention cannot be given to the branches. Whatever money is available could more profitably be used upon the central Library. If, however, it is the wish of the Common Council to continue the several branches, the Board is disposed to do what is desired; but fault must not be found if the central Library does not meet all that is demanded of it.

We, therefore, urgently bring to your attention, then, the advisability of considering the question as to the matter of restricting the different branches to that degree which will least interfere with the demands made upon the central library.

We desire also, to inform you, that during the past year several gifts have been received in the nature of books as well as money. We make special reference to the gift of Miss Laura A. Jones, of \$29.65, an amount which she intimated had been contributed to her by the citizens of Duluth, and which she accordingly wished to be devoted to the purchase of educational books or periodicals. In conformity with her wish we have expended the money as requested.

At the July meeting of the Board the introduction of the so-called apprentice system was under discussion and finally adopted. The merits of the system may be summed up in one statement, namely, to place one or more persons in the library without pay, under the instruction of the library force, for the purpose of preparing them in the duties of library management. Such persons to serve long enough to become familiar with the ways and means of conducting the work, and if they show a reasonable degree of proficiency, making them eligible for appointment as assistants on the library staff when vacancies occur. Since the inauguration of the system, there have been only one or two apprentices. One of these showed marked adaptability for the work and has recently been added to the staff of workers. The experiment so far as tried reveals the wisdom of its introduction and leads us to believe that a saving will result, because trained candidates will always be on hand for vacancies that may occur, so that no inexperienced worker need again be added to the Library staff.

This review of the work, I think covers the line of activity most manifest in the management of this department for the year 1900.

In closing, I think it is not too much to say that all the Directors are especially anxious that the Library, with such bright prospects for a new building, shall attain to that degree of development that shall make it not only helpful to the public, but especially worthy of its new home.

Respectfully,

R. E. DENFELD, President.

Librarian's Report.

Board of Directors of Duluth Public Library.

Gentlemen:—I have the honor to present the eleventh annual report of the Duluth Free Public Library for the year ending December thirty-first, 1900.

Respectfully submitted,

LYDIA M. PORIER.

CIRCULATION OF BOOKS.

The circulating department of the Library has been open 306 days during the year—twelve hours each day. The number of volumes circulated for home use was 85,074, making a daily average of 278 volumes, a weekly average of 1,637 and a monthly average of 7,089 volumes. The largest number of books issued on any one day was on March 17, when 659 volumes were taken out, and the smallest number was on Wednesday, September 19, when 157 volumes were issued. The largest weekly circulation was during the second week of October, when 1,909 volumes were issued, and the smallest circulation was during the second week of June—1,286 volumes. The largest monthly circulation was in March, when 8,845 volumes were issued, and the smallest in June—6,150 volumes.

3,238 volumes have been added to the Library and 284 books have been withdrawn, making a net gain of 2,954 volumes.

The detailed tables of classification and use show the proportion of volumes and circulation in various classes.

READING ROOMS.

The reading room at the Central Library was open 360 days during the year, and was visited by 95,840 persons. Frequently on holidays and Sundays the room is not large enough to accommodate all the readers.

The tables in the reading room are supplied with 135 magazines (eight of these donated) and 35 newspapers (13 donated). 303 volumes of magazines have been bound for the Reference room and 30 volumes have been added to the Americana collection. Considerable assistance has been given to the members of study clubs and High School pupils. Books have been reserved and special lists have been prepared for their use. 1,920 user's cards were issued during the year. The renewal of cards continues. There have been about 75 teacher's cards in circulation.

1,130 overdue notices were sent out. 15 books were lost and paid for. 2,330 books were mended at the Library. 533 books were rebound at a cost of \$365.95.

CHANGES IN THE LIBRARY.

Miss Heisler resigned on April 1st, and Miss Thorne was appointed to the vacancy. In July it was decided to permit apprentices in the Library in future and Miss Lowe was admitted in September as the first apprentice.

April 1st the system of loaning extra copies of new books for one week on payment of five cents was begun and has proved most satisfactory. Forty volumes have been purchased with the money received.

WEST END BRANCH.

At the West End 4,797 books were issued during the 234 days the Branch was open, making an average of 20 books a day. The Branch was closed in October and remained so the rest of the year.

The reading room is supplied with 12 magazines and four daily papers and a large number of magazines are sent from the Central for supplementary reading. Twenty volumes of bound magazines were sent during the year.

The reading room at West Duluth has been supplied with eleven magazines and four newspapers during the year. About two hundred books are kept at this branch for circulation. During the month of April the Branch was closed for 23 days. The attendance during the remaining 342 days amounted to 13,799, averaging 40 persons a day. 5,436 books were circulated, an average of 14 books a day.

The Bethel reading room has received 20 magazines, 2 daily and 5 weekly papers. Eleven volumes of bound magazines have been sent them.

The Bethel Branch has received 9 magazines and 5 weekly newspapers during the year.

CIRCULATION.

	Central.	West End.	Total.
General works	2,680	2	2,682
Philosophy	718	35	753
Religion	732	57	789
Sociology	1,163	44	1,207
Philology	69		69
Natural Science	1,058	120	1,178
Useful Arts	1,132	20	1,152
Fine Arts	1,398	6	1,404
Literature	4,410	145	4,555
Fiction	63,498	4,093	67,591
Geography and Travel	1,684	81	1,765
Biography	2,133	29	2,162
History	3,709	165	3,874
Totals	85,084	4,797	89,881

CIRCULATION ON TEACHERS CARDS.

General Works	219
Philosophy	81
Religion	36
Sociology	335
Philology	11
Natural Science	303
Useful Arts	72
Fine Arts	152
Literature	673
Fiction	1,161
Geography and Travel	351
Biography	332
History	748
Total	4,474

BOOKS.

	Additions.	Withdrawn.	Stock Dec., 1900.
General Works	303	3	3,034
Philosophy	24	4	541
Religion	31		1,374
Sociology	193	4	3,869
Philology	11		145
Natural Science	152	3	2,064
Useful Arts	81	1	1,369
Fine Arts	73	1	874
General Literature	340	6	4,058
Fiction	1,330	253	6,147
Geography and Travel	99	3	1,356
Biography	310	3	2,888
History	291	3	3,829
Totals	3,838	284	31,548

GIFTS ACCESSIONED DURING THE YEAR.

Scholes, A.—Thoughts in Verse, 2 copies	A. Scholes
Sound Currency Report	Reform Club
De Peyster, J. W.—"Caranseus"	Author
Swift, M.—Advent of Empire	Roubrook Press
Farmer, J. E.—French History	Author
Fuller, H.—God's Rebel	R. P. Hays
King, M.—Notable New Yorkers	J. De Peyster
Benjamin Franklin—An essay	University of Penn.
Tribune Almanac, 1898	Tribune Co.
American Agricultural Year Book, 1900	Publishers
De Peyster—William III	Author
Bonneschese, E.—France	Author
Burkett, C. M.—Ohio Agriculture	Author
Hubbard, E.—Message to Garcia	N.Y. Cen. Ry.
Minneapolis—Annual City Reports.	
Duluth—Annual City Reports.	
U.S. Government—Various Official Documents.	

Mr. Thomas Dowse on Sept. 10 presented two framed pictures of Duluth in 1870. June 4 Miss L. Jones donated **\$29.65** to be used for educational books.

RECEIPTS AND EXPENDITURES.

February, 19th, 1900		January 1st, 1901.	
Salaries	\$3,722 00	Balance, February 19, 1900	\$ 4,333 75
Books	3,735 00	Taxes from fund	10,660 13
Rents	1,943 30	Fines	514 14
New buildings (Bids)	40 95		
Insurance	103 50		
General Expenses	973 92		
	\$10,518 77		
Order outstanding	1 00		
	\$10,517 77		
Balance	4,990 25		
	\$15,508 02		
			\$15,508 02

Eighteenth and Nineteenth
Annual Reports
— OF THE —
Duluth Public Library
For the Years 1907-1908

DULUTH, MINN.
1909

Left
Duluth Public Library
4/21/33

Report of the Public Library

BOARD OF DIRECTORS 1907-1908.

	Term expires
Mr. Frank D. Adams, President.....	1910
Dr. C. L. Coddington, Vice President.....	1909
Mr. D. G. Cash, Secretary.....	1910
Mr. Frank Crassweller.....	1908
Mr. J. C. Faries.....	1910
Mr. R. B. Knox.....	1909
Mr. S. J. Nygren.....	1909
Dr. W. H. Salter.....	1908
Mr. G. A. Tomlinson.....	1908

STANDING COMMITTEES 1907-1908, APPOINTED ANNUALLY IN MAY.

Finance and By-Laws.....	Messrs. Cash, Nygren, Tomlinson
Administration & Building.....	Messrs. Coddington, Crassweller, Salter
Library & Book.....	Messrs. Knox, Faries, Tomlinson
Americana.....	Messrs. Adams, Coddington, Salter

BOARD OF DIRECTORS 1908-1909.

	Term expires
Mr. Frank D. Adams, President.....	1910
Mr. J. C. Faries, Vice President.....	1910
Mr. D. G. Cash, Secretary.....	1910
Dr. C. L. Coddington.....	1909
Mr. R. B. Knox.....	1909
Mr. Oscar Mitchell.....	1911
Mr. S. J. Nygren.....	1909
Mr. K. A. Ostergren.....	1911
Mr. F. W. Sullivan.....	1911

STANDING COMMITTEES 1908-1909, APPOINTED ANNUALLY IN MAY.

Finance & By-Laws.....	Messrs. Cash, Faries, Ostergren
Administration & Building.....	Messrs. Knox, Sullivan, Nygren
Library & Book.....	Messrs. Coddington, Faries, Mitchell
Americana.....	Messrs. Adams, Coddington, Ostergren

LIBRARY STAFF 1907-1908.

Librarian.....	Lydia M. Poirier
Cataloger.....	Frances E. Earhart
Reference Department.....	Zelma G. Kaiser
Circulating Department.....	M. E. T. Thorn
Juvenile Department.....	Charity L. Jones
Assistants.....	Lucille Patton, Mildred Hobbs, Alice Gaylord
West Duluth Branch.....	Lida J. Marble, Mabelle Robb
Janitor.....	Thomas Mapp

Library Hours 1907-1908.

Circulating Department—Week days 9 a. m. to 9:30 p. m.; Sundays 2 to 6 p. m.
Reading Rooms—Week days 9 a. m. to 9:30 p. m.; Sundays and holidays 2 to 9:30 p. m.
Juvenile Department—School days 12 to 5:30; Saturdays and during vacation 9 to 5:30. Closed Sundays and Holidays.

REPORT OF THE LIBRARY BOARD.

To the Honorable, the Mayor, and the Common Council of the City of Duluth.

Gentlemen:—

The Board of Directors of the Duluth Public Library beg to submit this report of the administration of its trust, and of the condition of the library.

The effective work of the past has been continued and supplemented during the years 1907 and 1908 so that even more than heretofore the library is an influence for good among all classes in the community. It is gratifying that its work and influence have been so uniformly appreciated by our people. Its success is due to the efforts of the librarian and her assistants, and to the fact that those efforts go far beyond what could technically be expected, and make the library helpful and attractive, and a real force for educational, moral and social advancement.

It is inevitable that the demand for reading matter should not always tend toward the intellectual rather than toward the merely entertaining, but within the means afforded, the endeavor is to fairly serve all, always exerting an influence for the higher and better.

We are encouraged that our Library is becoming more what the ideal library should be, because students and scholars, many of them from out of the city, make favorable comments on what they are able to do in the way of study and research.

Many desirable and necessary improvements must still be only hopes because of the lack of funds, among them the establishment of branches in outlying parts of the city, but when we consider the sums generously expended upon the roof of the building and in redecoration, we feel that the library has perhaps had its fair share of the city's available funds during the past two years, and we hope for better conditions in the future.

Respectfully submitted,

FRANK D. ADAMS,

President of the Library Board.

REPORT OF THE LIBRARIAN FOR THE YEARS 1907-1908.

To the Directors of the Duluth Public Library,
Duluth, Minn.

Gentlemen:—

I have the honor to present the eighteenth and nineteenth annual reports of the Duluth Public Library covering the operations and statistics for the years 1907 and 1908. No report was printed in 1907 so the present pamphlet presents statistics for two years.

The crowning event of the year was a visit of a portion of the American Library Association en route to the general meeting at Lake Minnetonka. Sixty-seven librarians visited the city and were the guests of the library for two days. Through the courtesy of the Duluth & Missabe railroad company, they were taken to Eveleth to inspect the iron mines, and the following day were entertained by the Commercial Club and the Library Board.

The second event of importance was the redecoration of the library building which had been in a sad state of dilapidation for several years owing to the condition of the roof. This occupied the entire month of August and a part of September, during which time the conveniences of the library were seriously crippled. The expenses for repairing the roof in November 1907 and of redecorating the interior of the building in 1908 were authorized and paid for by the city council from the common fund. The moving of the Americana books to the first floor of the building and the gathering together of all books relating to art in the room heretofore occupied by Americana books has been the only change of importance in the arrangement of the library.

CIRCULATION.

As in the last report, we note a steady increase in circulation which speaks well for the popularity of the institution. Our finances have been materially increased by the addition of \$2,000 to the city fund of 1906. This is largely added to the book fund which still remains too small. It is difficult to keep up with new books, and impossible to replace those worn out and discarded. The year 1907 shows a gain of 12,887 volumes over the circulation of 1906, and 1908 shows a gain of 14,876 over the year 1907. This in spite of the fact that we were partially closed during the six weeks of redecorating the building, with an average circulation from September 15th to 25th of 150 volumes per day, with the juvenile department entirely closed for ten days. This is a most gratifying showing for the circulation.

REFERENCE.

In January 1908, Miss Zelma Kaiser was appointed to take charge of the reference department. During the past year 116 lists have been made for study clubs and schools. All of these have been printed and filed in the library. Books for debates and study clubs have been reserved as usual. The clipping collection has been greatly augmented by careful clippings from the daily papers, items of local interest receiving special attention. The mounted pictures and portraits have been circulated in schools and study clubs and have been received with special favor. A filing case has been arranged for these in the reference room which greatly facilitates their use. Over five hundred volumes on art subjects have been moved into the vacated Americana room and these have been especially collated and marked, with special shelf list.

BOOKS.

In January 1907 there were in the library 50,059 volumes, 3,118 volumes have been added during the year and 738 volumes have been withdrawn. In 1908, 3,001 volumes were added and 317 volumes withdrawn, making a total of 52,347 volumes in the library at the close of 1908. A conservative estimate of prices places the values of these books at \$73,520 according to the 1908 inventory.

FOREIGN BOOKS.

Our department of foreign languages has been added to very slowly, mostly by donation. The continued request for books in Swedish and Norwegian languages finally resulted in an appeal to the State Library Commission, which responded generously by sending us, in October 1908, two boxes of forty volumes each in Swedish and Norwegian. These books have circulated constantly and the demand for them seems to make it imperative for the library to own its own permanent collection in these two languages.

REGISTRATION.

In 1907, 2,828 cards were registered by borrowers. In 1908, 2,995 cards. Of these 159 are teachers' cards. These figures do not mean new patrons as we are constantly cancelling expired numbers. Our registration reached 8,400 in December, 1908. On that date 6,129 volumes were in circulation.

READING ROOM.

In 1907, the reading room had on file 41 newspapers and 197 periodicals. The library committee added to the newspaper list in 1908, making a total of 57 newspapers, the number of periodicals remaining the same.

CATALOGING DEPARTMENT.

Miss Earhart continues in charge of the cataloging department. During the year 1907, 8,162 catalog cards were made and filed. In 1908, 6,540. The unbound agricultural pamphlets have been systematically arranged and filed, two lots of books of 150 volumes each have been cataloged for the Washburn School Library and 75 volumes for the High School Library. A new Oliver typewriter was purchased for this department in April, 1908, the old Remington being retained for supplementary work. During 1908 there were 7,184 books repaired in the library, 852 books rebound and 196 magazines bound. In 1907, 6,230 books were repaired, 1,259 rebound and 322 magazines bound.

PUBLIC DOCUMENTS.

Since 1905 no public documents have been accessioned. All volumes, however, are catalogued and placed where they can be used by the public. 225 volumes were received in 1907, and only 71 in 1908. This number added to the 4,187 volumes of 1906 makes a total of 4,493 volumes of public documents on our shelves. This surprising decrease is probably owing to the fact that we have ceased to importune the various departments as in the past. This library should be on the depository list. Requests for this privilege have been forwarded to our own legislators and to Washington during the past few years. There is no regular depository library within 150 miles of Duluth, a fact our officials should consider. Our thanks are due to Mr. Clarence Miller for finally placing our name on the Minnesota government document list for state publications.

AMERICANA.

In December of 1907, the funds used for the purchase of Americana books was finally exhausted and the board voted from the general fund the sum of \$100.00 to be placed in the American Exchange Bank, to be renewed when used. 196 volumes were added in 1907, and 74 volumes in 1908, making a total of 2,578 volumes. The additional shelf room in the new quarters gives opportunity for larger purchases. The G. A. R. Society has asked the privilege of depositing their small library in this room. A case containing 150 volumes has been placed there for the present, and the society will make further additions during the year.

ART ROOM.

The art room has been used constantly by study clubs during the past two years. The Twentieth Century, Saturday Club and Women's Council continue to hold weekly sessions, with the

Jewish Club and King's Daughters meeting only occasionally. In April, 1908, the Art Club, which had used the room evening, was abandoned, as most of its members joined the newly organized art school. From November 1907 to April 1908 our schedule showed 22 meetings monthly. Only two exhibits have been held in the library during the past year, etchings from the shop of Frederic Keppel, of New York, through the courtesy of Mr. Clarence Stewart, and a collection of photos illustrative of Italian art from the State Art Commission.

JUVENILE DEPARTMENT.

Miss Ruth Ely resigned on August 3rd, 1907, and Miss Charity Jones was appointed to the vacant position. This room was redecorated in September, 1908, and new shelving to the extent of \$128.00 was added in January, 1907, to complete the room. An art metal desk to match the shelves was ordered in December 1908, and when this has been set in place the room will present a most attractive appearance. There has been a small increase in circulation as shown by 5,111 volumes for 1907, and 5,749 for 1908. A large percentage of non-fiction is now circulated and the taste of the children seem to be continually elevated, owing, no doubt, in small measure to the story hour which continues to be most popular. In fiction the demand runs to college and boarding school stories, with Indian and war stories following closely in popularity. An increase is noted in the number of smaller children of ages ranging from four to seven years, which is due to the large number of additional volumes in the primer and picture line. Books have been loaned to the schools and teachers as shown in the statistical report, and many programs for special occasions have been made up in this department.

BRANCH LIBRARY AT WEST DULUTH.

Our branch library at West Duluth presents a splendid record, with 23,641 volumes circulated in 1907, and 29,191 circulated in 1908, with an increase of 4,550 for the last year. Miss Robb has been added to the regular staff and now renders service of from three to five hours each day, alternating with Miss Marble who continues in charge. The reading room patronage continues satisfactory although the location is extremely poor, both heating and lighting arrangements being unsatisfactory. Eighteen magazines and six daily papers are furnished by the library and several magazines and newspapers are furnished by West Duluth patrons. A gift of fifty volumes to this branch by Mrs. E. L. Little of West Duluth added largely to the book shelves during the past year. An effort was made in October

to re-establish the West End Branch which was discontinued seven years ago. In January 1908, the Twentieth Century Club opened a room in a West End church for club purposes and borrowed 100 volumes from the Public Library to distribute among the children of the neighborhood. The circulating work was done by volunteers under the direction and with the assistance of your librarian. It proved most satisfactory. During August and September of 1908 a paid assistant was maintained by the Twentieth Century Club, which now asked the Library Board to take over this branch. While the Board appreciated the efforts of the Twentieth Century Club, it did not feel financially able to assume this responsibility and no action was taken in the matter.

ADDITIONS TO THE LIBRARY.

A gift from a Norwegian group of citizens of a portrait of Henrik Ibsen painted by F. Gullicksen was presented and hung in the Art Room in December of 1908. Several copies of colonial newspapers of early 18th century date were presented by Mrs. McGonagle. A copy of the Vicksburg Daily Citizen of July, 1863, was secured by Dr. Codding for the Americana Department and has been framed and hung. In July of 1907 the library secured a set of Audubon books, second edition, for the sum of \$450.00. The Jewish Encyclopedia and Nelson Encyclopedia have formed valuable additions to the reference department. Mrs. A. M. Miller has loaned the library a frame of mounted butterflies, and Mrs. H. B. Arnold a collection of Japanese curios, cases for which are now being prepared.

The only considerable loss the library has ever suffered, occurred on May 3rd, 1907, when 63 books valued at \$76.00 were burned in the Madison school fire. The Board of Education was asked to assume a part of this loss but has never done so. A gift of \$36.00 in cash was received from the Travelling Library Association which was applied to the purchase of juvenile books.

STAFF AND APPRENTICES.

The only changes in the staff have already been noted. Miss Ely resigned in August of 1907 to take the position of librarian in the State Normal School and Miss Jones was appointed to take the vacant place. Miss Kaiser was given charge of the reference department in January, 1908. There have been no further changes during the year. Two civil service examinations have been held, one in July, 1907, when Miss Jones and Miss Kaiser passed successfully, and one in June, 1908, when the names of Misses Silberstein, Waugh and Schiller were added to our list.

The American Library Association met in June 1907, at Asheville, North Carolina, and was not represented from this library. In June, 1908, the meeting was held in the state at Lake Minnetonka. The following people attended: Misses Poirier, Earhart, Kaiser, Thern, Gaylord and Jones.

In October, 1908, in accord with the request of the Board, the schedule was changed to allow two assistants to work in the evening, one in the reference room and one at the circulating desk. In January, 1907, the Sunday circulation of books was begun one of the regular assistants taking charge of the library from two to six Sunday afternoons. In 1907, 1,357 volumes were circulated, an average of 26 volumes per Sunday. In 1908, 1,526 were circulated, an average of 29 per Sunday. As the larger number of volumes circulated is fiction, the result is far from satisfactory.

Apprentice classes have been continued with an attendance of eight in 1907, and ten in 1908.

With cordial thanks to the members of the Library Board for hearty co-operation and support in all undertakings for the benefit of the library, this report is respectfully submitted,

LYDIA M. POIRIER,

Librarian.

FINANCIAL STATEMENT.

January 1st, 1907 to January 1st, 1908.

RECEIPTS.

Balance on hand January 1, 1907.....	\$ 800.30	
Sale of tax certificates	2,000.00	
Fines (collected at library)	244.25	
Taxes 1906 and prior years.....	13,672.10	
		\$ 16 716.65

DISBURSEMENTS.

Salaries, including West Duluth Branch.....	\$ 6,321.85	
Rent West Duluth Branch.....	275.00	
General Expense	708.61	
Books, Newspapers and Magazines.....	4,378.84	
Fuel	433.02	
Furniture and Shelving	345.45	
Maintenance (Minor Repairs)	127.08	
Redemption 1906 Tax Certificates.....	2,000.00	
Redemption 1907 Tax Certificates.....	2,000.00	
Interest 1906 and 1907.....	125.44	
Balance January 1, 1908.....	1.36	
		\$ 16,716.65
Balance January 1, 1908.....		1.36

January 1st, 1908, to January 1st, 1909.

RECEIPTS.

Balance on hand January 1, 1908.....	1.36	
Sale of tax certificates 1908.....	4,000.00	
Fines (collected at library).....	282.58	
Taxes 1907 and prior years.....	14,057.09	
		\$ 18,341.03

